

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, August 13, 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, Melissa Alexander, Ed Potokar, Chuck Baranek, Mark Doll, Clerk-Heather Krueger, Town Zoning Administrator/Planner – Christy DeMaster.

Excused: Gary Schlenvogt

Public present: 3

Approval of July Plan Commission minutes. **Potokar moved to approve the July Plan Commission minutes, seconded by Alexander. The motion passed unanimously.**

Public Comments: None

Old Business. Per Didier, the town will not be participating in the Farmland Preservation program.

Correspondence/Reports from the previous month: DeMaster received a call regarding placing a cell tower in the Knellsville district for Verizon. 2) DeMaster spoke with the Clausing family regarding creating a second parcel on existing land.

Second consideration of Certified Survey Map for Farmland conservation and Conditional Use Permit: application submitted by Dave Klink, Agenda Kevin Parish, Parish Surveying & Engineering. Property owner Karolina Karrels, 3955 County Road B. The request is to divide the property to separate a 10-acre parcel with the homestead from the tillable land. A public hearing was held prior to this meeting, with no comments from the public. Per Didier, the town engineer has approved. **Alexander moved to recommend approval to the Town Board of the Certified Survey Map and Conditional Use Permit for Dave Klink for the property at 3955 County Road B, seconded by Doll. Motion passed unanimously.**

First consideration of a Conditional Use Permit for Robert Lanser, 3890 CTH LL, Port Washington. Existing nonconforming residential use as a conditional use in the BP-2 Transitional Business Park Zoning District; replacement of an existing accessory structure. Per DeMaster, the Lanser's would like to rebuild a shed on their property; however, it would be slightly larger and in a different location. This meets the setbacks and would be for personal use, not commercial. **Welton moved to hold a public hearing for a Conditional Use Permit for Robert Lanser on Wednesday, September 10, 2025, at 6:45 p.m. for an accessory structure, seconded by Alexander. Motion passed unanimously.**

Discussion and possible action regarding updating the Town of Port Washington Zoning Code regarding signs on County Roads. Discussion, no action occurred.

Potokar moved to adjourn the August Plan Commission at 8:25 PM, seconded by Didier.

Heather Krueger, Clerk