

**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, May 13, 2026, 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, Chuck Baranek, Mark Doll, Ed Potokar, Town Zoning Administrator/Planner – Christy DeMaster, Clerk-Heather Krueger.
Public present: 9

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

Public Comments:

Heidi Janous, 4484 Weiler's Way: Why are there so many trailers at the Data Center site? I thought they weren't allowing camping.

Correspondence/Reports from the previous month: DeMaster had some minor inquiries, the cell tower and also rezoning a property to B-1.

Second Consideration and possible action of a Certified Survey map for DeAnn Haas, Tax Key Parcel 07-032-16-004.00, County Highway C, Port Washington. Per DeMaster, Haas was unable to have the surveyor make the requested changes this past month which include; setbacks for the R-2 zoning district should be shown on the CSM, Monuments need to be marked as found or set, Add a description of easements, add a signature block for City of Port Washington approval, and wetland delineation. **Welton moved to approve the Certified Survey Map and to send to the Town Board for approval when the required items have been added, second by Doll, Motion passed unanimously.**

Second Consideration and possible action of rezoning a portion of Tax Key Parcel 07-032-16-004.00, CTH C from B-1 business to R-2 Residential, DeAnn Hass, applicant. Per DeMaster the proposed rezoning is generally consistent with the Town's Comprehensive Plan. It provides a single-family residential lot over the minimum 1-acre lot size with street access; it allows for low impact uses with low water use, it protects natural features such as wetlands; and it is consistent with land use of adjacent and nearby properties. DeMaster recommends approval, subject to correction of the legal description of the area to be rezoned to describe Lot 1 only. Per Didier, a public hearing will be scheduled for Monday, June 1, 2026 at 6:45 PM. **Alexander moved to approve, and send to the Town Board to rezone Lot #1 from B-1 Business to R-2 Residential on the proposed Certified Survey Map, seconded by Schlenvogt. Motion passed unanimously.**

First Consideration and possible action of a Conditional Use Permit for the Clausing farm, 4290 County Road LL, for construction of a second single family residence to be constructed on a 1.09-acre lot. Welton feels the landowners can do this on their own, without Plan Commission approval. Alexander does not like the idea of putting a Conditional Use Permit on a home. **Welton moved to have a second consideration, seconded by Potokar. Motion passes unanimously.**

First Consideration and possible action of a Certified Survey Map for 4290 County Road LL, John & Alan Clausing owners. Per DeMaster, the CSM should include a description of the

driveway and septic easements and setbacks for the A-1 zoning district. **Didier moved to submit to the City of Port Washington for approval and move to a second consideration with updated version showing the septic, seconded by Welton.**

First Consideration of a Comprehensive Plan amendment to create a new Mixed General Agriculture/Conservation Subdivision planning area. Per DeMaster: The goal is to create a new land use planning area designated a Mixed General Agriculture/Conservation subdivision planning area through minor text changes. DeMaster has submitted a proposed map amendment and text amendment to the Comprehensive Plan 2035. The proposals for the new Mixed General Agricultural/Conservation Subdivision designation include:

- Maintain and preserve the rural character of lands having marginal or transitional farmland value.
- Protect and encourage the continuation of existing farm operations
- Protect natural resources and open space
- Allow large lot residential development and hobby farms on a minimum parcel size of five acres.
- Allow conservation subdivisions where suitable on parcels with the minimum required area.

Designate the area located north of the Knellsville Environs and generally east of Sauk Creek and west of the Interurban Trail as the new planning area.

Welton moved to approve the text amendment and map amendment to a second consideration with an updated map, seconded by Alexander. Motion approved unanimously.

Didier adjourned the May Plan Commission at 8:12 PM.

Heather Krueger, Clerk