

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 8, 2024, at 7:00 p.m. at Town Hall, 3715 Highland Drive, Port Washington, WI.

1. Roll Call & Pledge of Allegiance

Present: Gary Schlenvogt, Greg Welton, Melissa Alexander, Chuck Baranek, Ed Potokar, Town Zoning Administrator/Planner – Christy DeMaster, Building Inspector- Roger Kison, Clerk- Heather Krueger.

Excused: Mike Didier, Randy Noll

Public present: 7, Members of the Press: 0

Supervisor Welton acted as Chair for the May 8, 2024 Plan Commission meeting.

2. Approval of April Plan Commission minutes. Alexander moved to approve the April Plan Commission minutes, second by Schlenvogt. Motion passed unanimously.

3. Public Comments. Dan Becker, 640 Birch Dr., Hobart, WI inquired about moving a house that is currently in the town of Port Washington. Per DeMaster, §340-9 states that a permit is needed.

4. Old Business. None

5. Correspondence/Reports from the previous month: DeMaster received a call regarding a pole barn on a non-conforming property and also calls regarding duplexes in R-1 and R-2 zoning.

6. Second Consideration for a sign permit for Pitbull Towing, 4145 CTH LL, Port Washington, Randy Simmons owner. Per DeMaster, the sign is up and is in the County Road right-of-way, the size of the sign is allowed per code. Simmons is working with Jon Edgren, Ozaukee Co Hwy Commissioner on the placement of the sign. The sign above the door of his building is too big but could also be considered a banner. Simmons will be submitting paperwork to update his current Conditional Use Permit. DeMaster advises the Plan Commission to table the sign application at this time. **Welton moved to table the street sign permit until the placement has been decided with Ozaukee County, Welton also moved to approve the sign that is on the building as a temporary sign for one year, seconded by Potokar. The motion passed unanimously.**

7. Updates to §340-145 of the town code regarding commercial/industrial site plan reviews and occupancy permits. DeMaster has updated the Ordinance, there was discussion on changes and additions. This will be on the June Plan Commission for more discussion.

Welton moved to adjourn the May Plan Commission meeting at 8:37 PM.

Heather Krueger, Clerk