

# 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, June 12, 2024, at 7:00 p.m. at Town Hall, 3715 Highland Drive, Port Washington, WI.

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

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

Excused: Randy Noll

Public present: 7, Members of the Press: 1

**2. Approval of May Plan Commission minutes. Alexander moved to approve the May Plan Commission minutes, second by Potokar. Motion passed unanimously.**

**3. Public Comments.**

Ben Donajkowski, 4799 CTH LL, what is driving the changes in the town code, agenda item #9? [Updates to §340-11, §340-145, §340-146, §340-148, and §340-150 of the town code regarding Outside Storage of Junked Equipment, Commercial/Industrial Site Plan Reviews and Occupancy Permits and Review Fees] Didier, the commercial code changes are because this [KW Business Barns] is the first commercial development in the town for over 20 years and the code needs to be updated.

Jodi White, 4178 Highland Dr. Have there been any updates or contact to the City of Port Washington regarding the rumored purchase of land in the town? Didier, I called the mayor, and he is currently in Washington DC. White: Can you expand on why the improvements on Highland Dr have been postponed? The land purchase is only rumored at this point. Welton: The Highland Dr. improvements were not approved, they are tabled until the town receives more information on whether the land acquisition is a reality, and whether the road could change. We don't want to waste taxpayer dollars if we approve the road bid, and then if that road may no longer exist or be different, it will waste taxpayers' dollars. We can still approve the quotes for the roadwork later this year.

Potokar: I can expand on not knowing anything about the land acquisition; My best friend and business partner in some real estate is a managing partner of a real estate company [The Boerke Group] and is working with the company that is contacting residents about purchasing their land - and he will tell me nothing about what's going on.

Susan Waldhuetter, 1856 Dixie Rd (Town of Belgium). I have heard rumors that this may reach into the Town of Belgium, is this true? Welton, the City of Port Washington can annex into the Town of Belgium. Didier: There are several ways to annex land, the laws are written pro Cities and Villages. Also, I asked my brother Tom if he called any of the landowners and he said yes, Jeff Hoffman from the Boerke Group asked him if had contact info on some people as he has had difficulty reaching some, so Tom called a few of the people he knew to tell them that the contact was not unsolicited and to try to get their contact information.

Andy Tesch: Is it your plan at this time to change the zoning if it would come to that? Or would you reach out to the other town of Port residents to see what the consensus is? Didier: I don't think there is any appetite to change the agricultural zoning to manufacturing at this time. They can request to rezone at any time. DeMaster: they can request, but the town would need to update the comprehensive plan and go through public hearings, so it's a multi-step process if the town would want to do that.

White: I would again ask for the board to keep us informed of any information, and the public is looking to you to communicate to residents if you hear of anything.

Donajkowski: Can you create a post on the town's Facebook page? Something so the public and city residents know this is real, people have been approached.

Didier: I would have to think about that, as everything is speculation at this time.

4. **Old Business.** None

5. **Correspondence/Reports from the previous month:** Didier: I have been talking with the owners of the Tholl property, they would like to get a building permit. It is zoned properly, and a permit could be issued if it meets the code.

DeMaster: 1) Faith Baptist church would like to put up a new sign and has asked about a sign permit. 2) I was contacted by Newman Builders, they want to split some property off Sauk Rd, but they want City sewer and water, so they need to work with the city to see if it's possible.

6. **Resignation of Plan Commission member Randy Noll.** Didier, Randy served on the Plan Commission for 21 years, he's currently in the middle of his term which expires Jan 2027. A proclamation will be presented at the Town Board meeting. We thank Randy for his time and dedication to the town of Port Washington.

7. **First Consideration of update to Conditional User permit for Pitbull Towing, 4145 CTH LL, Port Washington, Randy Simmons, owner.** Didier, a CUP was obtained in April 2024, but Simmons would like to make some changes. DeMaster: He would like to relocate the enclosure of the junk/impound vehicles and move the storage of the tow trucks to the outside gravel area close to the house [originally in the building]. There will be cars on the lot to be sold, but no advertising of car sales is allowed. **Alexander moved to hear a second consideration in July for the updated Conditional Use Permit for Pitbull Towing, seconded by Schlenvogt. Motion passed unanimously.**

8. **Second Consideration for a sign permit for Pitbull Towing, 4145 CTH LL, Port Washington, Randy Simmons owner.** DeMaster: last month we approved the sign above the office as a temporary sign. The road sign is still in the road right-of-way. Didier called Jon Edgren, the Ozaukee County Highway Commissioner and Simmons has permission to put his sign on the County-owned land. **Welton moved to approve the road sign permit for Pitbull towing, second by Potokar. Motion was approved unanimously.**

9. **Updates to §340-11, §340-145, §340-146, §340-148, and §340-150 of the town code regarding Outside Storage of Junked Equipment, Commercial /Industrial Site Plan Reviews and Occupancy Permits and Review Fees.** Per DeMaster, the background on these updates began when the town was reviewing the KW Business Barns. The section of the town code regulating site plans and building plan approvals for commercial and industrial uses had a couple of problems: 1) It listed some of the town's non-residential zoning codes but not all of them 2) it was also not clear if that process had to be followed if someone was making changes to the building or making changes to the site.

Expanding occupancy permits is another big change, if you have a non-residential property, you will now be required to get an occupancy permit if there is a change to the business.

Outside storage of junk vehicles – there is language in the zoning code right now and there is also a section in the town code that is more comprehensive and detailed. Changing the zoning code to refer to the town code that covers outside storage.

Review fees will need to be updated, but individual fees are not listed in the zoning, so the ordinance does not need to be updated, the town code will need to be updated.

**Welton moved to approve and send it to the town board for approval, seconded by Alexander. Motion was approved unanimously.**

**10. Welton moved to adjourn the June Plan Commission meeting at 8:05 PM.**

Heather Krueger, Clerk