

VILLAGE OF EPHRAIM

FOUNDED 1853



PLAN COMMITTEE MEETING MINUTES Monday, January 25, 2010 - 7:00 p.m. Village Offices at Norway and Q

Members Present: Chair John Cox, Kathy Kirkland, Jim Stollenwerk, Paul Flottman, Roy Elquist, Fred Bridenhagen, Walt Fisher, Brent Bristol – Zoning Administrator, and Charity Forsch – Administrator/Clerk
Also Present: Norma Hager – Chair of HPC, Jane Olson, Diane Kirkland, and Niles Weborg (7:06)

1. Call to Order

Chair Cox called meeting to order at 7:02 PM

2. Quorum

Note that there is a quorum of the Plan Committee present.

3. Changes in Agenda

No changes in the agenda at this time.

4. Visitors' Comments

None at this time.

5. Previous Minutes

Flottman moved, seconded by Bridenhagen to approve the October 26, 2009 Plan Committee meeting minutes as presented. Motion passed, Fisher abstained.

Plan Agenda Items:

6. 2009 Zoning Report and summary

Bristol presented a zoning report and summary to the Plan Committee. This outlines the zoning activities in the Village for 2009. Bristol explained that the number of permits is down slightly from 2008 but right in line with the rest of the county.

The Zimdars project on North Shore Road is a go ahead for 2010.

There have been three additional calls recently for new construction for 2010.

Bristol explained the difference between an accessory building versus an accessory structure.

Accessory structures include fences and smaller structures. Accessory buildings are things like garages that are priced based on square footage.

Bridenhagen questioned the project cost numbers that are on the report. Bristol explained that these are the numbers that the property owners have submitted as their project costs.

The Committee discussed the income generated from the building/zoning department.

Diane Kirkland questioned whether or not the Village was looking into a road repair ordinance in effect for when after a construction project is complete.

Cox stated that at this time there isn't anything in place, but it might be an option to place conditions on a permit to take care of this problem. Cox stated that if the roads are falling apart it isn't necessarily from one project it would be hard to pinpoint it to a specific project.

Weborg questioned the width of North Shore Road. Cox stated that the road in question is private property, not Village property.

7. Update on Smith Garage project

Cox explained that at a Village Board meeting there was a motion to move forward with the permitting process for the Smith renovation project. Cox stated at that meeting that the Village was potentially needing to go to the Board of Appeals for the project. Cox thought that it would have come to this Committee to be denied prior to the Board of Appeals hearing. This wasn't correct. The project needs to go to the Board of Appeals first and then it will be coming back before this Committee and the Historic Preservation Committee.

Bristol explained that it was denied before coming to this Committee, therefore, once the project goes before the Board of Appeals it will then come back to this Committee and Historic Preservation for review.

Bristol explained that the concept that came before the Committee a while back has remained the same. The building is non-conforming, therefore, in order to get relief on the setback for the gable the project needs to go before the Board of Appeals.

Formal design review will come after the Board of Appeals hearing. That will be the time to review the placement of the bioxide tanks, generator, and fuel tanks.

Kathy Kirkland questioned if there was a precedent for the 20' setback relief. Bristol explained that each case is different and the Village will be the applicant for the project, he has been told to refrain from offering his opinions on this type of a decision.

Forsch explained some of the positive points the Village feels they have in applying for the setback relief.

Fisher questioned the building envelope of the property.

Jane Olson questioned the alternate on the Board of Appeals since the Village Board is applying for the relief. Bristol verified that yes, the alternate will hear the case.

Forsch explained the interior design of the building.

Bristol explained the Board of Appeals procedure.

8. Discussion and consideration regarding chapter 17 zoning ordinance

Cox explained that over the last year there has been discussion regarding review, organization, and updates to the zoning code. Cox asked Bristol to report on this area.

Bristol explained that review of ordinances is part of the smart growth procedures that are necessary now that the plan has been adopted. He would like to review areas that have been problematic in the past. He gave a few examples to the Committee.

Bridenhagen brought up a few areas of the Code that he thought should be looked at.

Cox stated that throughout this process there may be things that come up that are needed to be looked at, but the objective of this is to reorganize and simplify, not change any content to the ordinance.

Bristol explained that any conflicts between sections would be brought to the Committee for review and discussion.

Flottman asked how Bristol would like to proceed.

Bristol would like to look into organization, numbering, and definitions, but come to the Committee to help with looking into content.

Kathy Kirkland stated that she recalled changing the niagara escarpment in the ordinance to the bluff face. Bristol feels that this isn't addressed in the zoning ordinance, but he will check into this.

- **Review and Organization**
- **Definitions**
- **Prioritize Goals and General Direction for 2010**

Start with clean up, renumbering, and defining areas that need attention within the zoning code. Bridenhagen would like to look at the building envelopes of the properties in the downtown area on Hwy 42. He would also like to have the dead tree cut down at the visitor's center. Kathy Kirkland would like a pamphlet put together on the permitting process. Bristol feels that there are too many options available that people could get confused. Cox prefers a face to face versus a pamphlet. Fisher feels that people are being proactive and working with residents. Bridenhagen would like to look at sub-committees and try to get younger residents involved with Village business. Look at Smart Growth goals.

9. Visitors' Comments

Kathy Kirkland commented on the appearance while heading south there is an area where Gibraltar carved out an area so that the bluff is visible. She thinks this looks great.

10. Adjournment

Fisher moved, seconded by Elquist to adjourn at 8:15 PM. Motion passed unanimously.

Recorded By:
Charity Forsch
Administrator/Clerk