

# VILLAGE OF EPHRAIM

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## Planning Committee Meeting Minutes

Tuesday, July 25, 2017 – 7:00 P.M.

Village of Ephraim Administration Office, 10005 Norway

**Present:** Michael McCutcheon-Chair, Grace Held, Jim Stollenwerk, Ken Nelson, Walt Fisher, Susie Samson

**Absent:** Matt Meacham

**Staff:** Brent Bristol-Administrator, Andrea Collak-Clerk/Treasurer

**Guests:** John Balistreri

1. Call to Order  
Meeting called to order by McCutcheon-chair at 7:00 P.M.
2. Quorum  
Quorum is present for this meeting.
3. Changes in Agenda  
None
4. Visitors' Comments  
None
5. Approve 6/27/2017 Plan Committee Minutes

**Motion per Nelson to approve 6/27/2017 Plan Committee Minutes as submitted, seconded by Held, and motion carried.**

6. John Balistreri – 9721 Maple Grove Rd – Addition – Design Review  
Bristol stated that Historical Preservation Committee did not have a quorum and that he did not receive any comment from HPC committee members with respect to this project.  
Bristol explained that the owner of the property would like to extend one of the walls about 6' to the edge of the cabin. John Balistreri has a unique lot, with three property lines, and if the committee would determine that this is principal building rather than accessory he would have some issues from setback standpoint, added Bristol.  
McCutcheon asked about the use of the structure. Balistreri explained that he intends to use it for family and friends.  
Fisher inquired about number of cottages on the property and how many are used year round. Balistreri explained that there are six cottages on the property but only four are usable; the main cabin usable year round, gallery and two storage buildings. Fisher stated that since the property in question is neither primary residence nor gallery and since owner of the gallery lives in the primary residence the property in question would make accessory building.  
Nelson question two separate fire numbers on the property and material being used on the project. Balistreri explained that separate fire number is used as distinction for Fire Department as the property has two separate driveways on one lot. Balistreri will match the materials and colors to existing.

**Motion per Fisher to accept the application for Addition at 9721 Maple Grove Rd whereas it is not the gallery or main residence but accessory building and therefore there are no lot line restrictions, seconded by Samson, and motion carried.**

7. Bob Kieckhefer – Beachtree Ln – New SFR – Design Review

Bristol introduced this item stating that Bob Kieckhefer would like to build new single family home on subdivision north of Townline and Settlement intersection on the east side. Bristol stated that he has no issues with this item and presented the committee with materials used for the project.

**Motion per Nelson to accept the application for New Single Family Residence at Lot #3 Beachtree Ln as presented, seconded by Held, and motion carried.**

8. New Business for next meeting

Fisher requested not having work session in August as well as changing the day of work session. Fisher also suggested having discussion about Board of Appeals procedures and how Planning Committee relates to Board of Appeals.

Planning Committee and Historical Preservation Committee will meet to discuss the committee composition.

Nelson suggested having discussion about streetscape.

9. Adjournment

**Motion per Fisher to adjourn the Planning Committee Meeting at 7:25P.M., seconded by Samson, and motion carried.**

Recorded by,  
Andrea Collak-Clerk/Treasurer