

VILLAGE OF EPHRAIM

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Planning Committee Meeting Minutes

Tuesday, January 23, 2018 – 7:00 P.M.

Present: Michael McCutcheon-Chair, Jim Stollenwerk, Ken Nelson, Walt Fisher, Matt Meacham, Grace Held

Absent: Susie Samson

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

Guests: Jon Mueller, Teresa Mueller, Jeff Lutsey, John Held, Elfie Johnson, Matt Myre

1. Call to Order

Meeting called to order by Michael McCutcheon – Chair at 7:03 PM.

2. Quorum

Quorum is present for this meeting.

3. Changes in Agenda

Bristol suggested moving item 7 before item 6 if applicant is not present.

4. Visitors' Comments

None

5. Approve 12/5/2017 Plan Committee Minutes

Meacham would like to add to his statement in item 6 that he quoted ordinance 17.44(4) (a).

Motion per Nelson to approve 12/5/2017 Plan Committee Minutes as amended, seconded by Stollenwerk, and motion carried.

6. Richard Luther – 10420 Water – Sign/Lighting

Bristol introduced this item. Joe Jo's Pizza and Gelato applied for new 10' permanent sign.

Application meets all dimensional requirements, added Bristol. Bristol went on saying that Mr. Luther is making long term investment into the sign and lighting. The lighting proposed is compliant with the ordinance as written today but with dark sky movement and possible discussion about mandating down lighting in the future it is necessary to have a dialogue about this issue.

The committee members suggested downward lighting to the applicant so the lighting on his sign would be dark sky compliant in the future.

Motion per Fisher to approve Sign/Lighting application for Richard Luther at 10420 Water, Option 2 for the main sign as submitted, seconded by Nelson, and motion carried.

7. Jeff Lutsey – 9922 Water - Sign

Bristol introduced this item. Building was previously occupied by Carats and Karats business in Shorewood Village property. A new owner of the building Jeff Lutsey has new tenants, Jon and Teresa Mueller, who would like to establish a new business in the building. They would like to have 1.5' wide x 3' tall signage. The wood logo will be painted in black on the white background and will be placed on the building itself.

Bristol added that because there is more than one business on the lot they are permitted one general complex sign and each business is allowed their own maximum 4sq. feet signage within 12 feet of the business itself. Jon and Teresa Mueller would like to have two business signs; one at the back & one on the front of the building. One at the back is technically not considered a sign as it cannot be viewed from any public way, concluded Bristol. Bristol has no issues with the application and HPC recommended the approval.

Jon Mueller explained that the idea is folk theme and lots of stuff they would carry is going to be made by hand.

Motion per Meacham to approve the Sign application for Jeff Lutsey at 9922 Water Street, Unit 2 as presented, seconded by Held, and motion carried.

8. Matt Myre – 9883 Harbor Row – New SFR – Design Review

Bristol introduced this item. The application was tabled at the last meeting and the applicant was advised to go back to the engineers to get a new property wide drainage plan. The Village received the updated water retention plan from Baudhuin.

Matt Myre assured the committee that he is 100% committed to put all the rain gardens in as approved by the Village. He said that he was just waiting to put a few houses in before that happens. Myre also mentioned that timing of installing the rain gardens was not addressed in the Village approval granted in 2014. He went on saying that he was ok with the Village making an occupancy permit conditional on verification of completion. When Unit 3 is completed he will have 60% of the homes built and will commit to completing 60% of the rain garden sq. footage. When Unit 4 is finished, 80% of rain gardens finished and with the 5th house, 100% raingardens finished.

Meacham questioned if this plan meets the peak flow requirements for this property. There is a stamp of approval from Baudhuin, said Bristol. The plan was also ran through Door County Soil and Water on how many square feet of rain garden based on how many square feet of impervious surface, added Bristol.

Nelson questioned whether the developer could guarantee that all the run offs will get directed into the rain gardens. Matt Myre explained that when existing houses were built there was no requirement from Baudhuin or DC Soil and Water about gutters and downspouts. However, with three more houses, Myre committed to directing the rain water to rain gardens. He will also talk to owners of existing houses, while building rain gardens, and suggest flexible tubing to connect to downspouts to rain gardens.

Bristol inquired about future maintenance of rain gardens. Matt Myre explained that Condo Association would be an entity responsible for maintaining those rain gardens in the future. The owners control just a few feet by their house and all the other property is common area jointly owned, added Myre.

Nelson looked at the storm water plan from Baudhuin and suggested building first seven rain gardens out of eleven rain gardens as they pretty much surround first three houses including the one Myre is going to build. The remaining four rain gardens should be built with the next house, added Nelson. Myre has no problem with first seven raingardens but explained that even though the impervious surface would not change final layout of last two houses will probably be different; tweaked by a new owner; from the existing plan.

Bristol noted that rain gardens cannot just be present to satisfy a square footage requirement but final landscaping has to direct the water to them. Myre agreed.

Grace Held asked who will do the final check on the rain gardens once completed. Nelson suggested having certified engineer to check and testify whether installed properly and Myre agreed.

Motion per Nelson, to approve the new SFR at 9883 Harbor Row with the stipulations that gutters, downspouts and sump pump discharge on the next three houses will be directed toward the rain gardens, first 7 rain gardens will be built with the new SFR at 9883 Harbor Row and a certified engineer would testify that 7 rain gardens were installed properly. The certificate of occupancy will be withheld until all of the above is met, seconded by Fisher, and motion carried.

9. New Business for next meeting

Bristol noted that Streetscape AdHoc Committee and Board were directed to provide some insight on sign lighting and Village decorative/street lighting. Bristol asked the committee members to give some thought to this issue when driving through downtown.

10. Adjournment

Motion per Nelson to adjourn the Planning Committee Meeting at 8:45P.M., seconded by Meacham, and motion carried.

Recorded by,
Andrea Collak-Clerk/Treasurer

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