

# VILLAGE OF EPHRAIM

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## **Planning Committee Meeting Minutes**

Tuesday, May 22, 2018 – 7:00 P.M.

Village of Ephraim Administration Office, 10005 Norway

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

**Absent:** Ken Nelson, Susie Samson

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

**Guests:** Fred Bridenhagen, Marshal Bridenhagen, Lane Sauve, Wally Vartanian, Brian Zak, Jim Peterman, Cindy Nelson, Paul Wilson

### **1. Call to Order**

Meeting called to order by Michael McCutcheon at 7:00 PM.

### **2. Quorum**

Quorum is present for this meeting.

### **3. Changes in Agenda**

None

### **4. Visitors' Comments**

None

### **5. Approve 4/24/2018 Plan Committee Minutes**

**Motion per Stollenwerk to approve 4/24/2018 Plan Committee Minutes as amended, seconded by Held, and motion carried.**

### **6. Mary Strohmaier – 9857 Water – Faceprint Change**

Bristol introduced this item. The owner of the property Mary Strohmaier would like to change a color of her front door from green to Indigo Batik SW7602. Item went before HPC and they recommended approval, added Bristol.

**Motion per Held to accept proposed Faceprint Change application for Mary Strohmaier at 9857 Water Street as submitted, seconded by Meacham, and motion carried.**

### **7. Frank Heidler – 3036 Cedar Street – Accessory Structure**

Bristol introduced this item. Heidler would like to build 12x7 garden shed at the north-west corner for garden and lawn tools. Proposed location is more than 15 feet from both lot lines and more than 65 feet from both street center lines. All dimensional standards are met, set backs are compliant, size and height compliant. The materials being used are going to match existing principal structure. HPC did recommend approval, added Bristol. Held asked if building a garage in the future would be an issue. Secondary accessory structure will require conditional use, added Bristol.

**Motion per Meacham to approve the Accessory Structure application for Frank & Emily Heidler at 3036 Water Street as presented, seconded by Stollenwerk, and motion carried.**

### **8. Fred Bridenhagen – 9930 Water - Sign**

Bristol reported that HPC had a tied 2-2 vote on this item; two felt that it was not in overall theme, ambiance, presentation of historic district of Ephraim, added McCutcheon.

Fred Bridenhagen explained that they would like to theme already successful business and give the store presence of what it is by putting grass mat/palapa on the wood frame on the top of their

sign. It is not a roof but rather ornate top. It would be seasonal top, taken down with the wooden frame after the season, added Bridenhagen. Bridenhagen assured the committee that it will be professionally done and always maintained. McCutcheon believes that signs in Ephraim are very simple and he does not want other businesses come along wanting to theme their business and take historic district out of what it is now. Bridenhagen does not think proposed top is any way intrusive. Bridenhagen pointed out that a grass mat on the sign was very fair way to go.

Meacham asked Bristol if there is an ordinance pertaining roofs/tops and material over the sign. Our ordinance only refers to height but not material, answered Bristol. Meacham does not see an issue from an ordinance standpoint.

**Motion per Held to approve the Sign application for Fred Bridenhagen at 9930 Water Street as presented, seconded by Meacham, and motion carried.**

**9. Bay Breeze – 9844 Water – Accessory Structure**

Bristol introduced this item. The proposed 16x24 storage garage with gable roof 6/12 would be located at the edge of existing parking area, built on existing slab and used as bike storage for motel guests and off season storage area for pool and lawn furniture. The material used for siding, soffit and fascia would match existing motel structure. HPC recommended approval of this project, added Bristol.

Fisher asked if the proposed structure would affect any of the parking spot. Zak said it would not affect any existing the parking spots.

**Motion per Meacham to approve the Accessory Structure application for Bay Breeze at 9844 Water Street as presented, seconded by Meacham, and motion carried.**

**10. Bob Dearborn – 10027 N Dane – New Single Family Residence**

Bristol introduced this item. All dimensional standards are met; comes in under 28 foot maximum height; measuring total building height on an average basis; setback compliant and meets **building footprint maximums/first floor/arial look**; coming in 2,900 square feet with maximum of 3,000 and **building square footage maximums/total living space** coming in 4,900 square footage with max of 5,000.

Brian Zak, Carlson and Erickson Builders, INC contractor explained changes that were made after the application was submitted. Connecting link between the garage and the house is not enclosed area presented on original application but covered breezeway that lowered the whole roof system in that area went from gambrel roof to a gable roof structure in that area, added Zak.

**Motion per Meacham to approve the New Single Family Residence application for Bob Dearborn at 10027 N Dane as presented, seconded by Held, and motion carried.**

**11. Mike Masek – 2911 County Q – Accessory Structure – Conditional Use**

Bristol introduced this item. Mike Masek would like to build sauna with fireplace outbuilding the southwest corner of the existing building. Bristol has no issues from dimensional standpoint. The application got posted as conditional use for additional accessory structure. The office did not receive any pieces of written correspondence.

Paul Wilson, owner of adjacent property to the south, said he and his wife have no objections. Held pointed out that proposed building is going to be tucked way back and no one will see it. Short discussion about window design due to applicant submitting two slightly different designs.

**Motion per Fisher to approve as a conditional use the application for a sauna and fireplace room for Mike Masek located at 2911 County Q with the stipulation that window design is two triangles as shown on page one of the application, seconded by Meacham, and motion carried.**

**12. EBC – Event – 2018 FyrBal Festival**

Lane Sauve reported that the highway 42 will be closed for the event and all the traditions of Ephraim FyrBal Festival will stay the same. The signage this year will clearly indicate that Ephraim businesses are open for business, added Sauve.

**Motion per Held to approve the 2018 FyrBal Festival-Event application for EBC as presented, seconded by Meacham, and motion carried.**

**13. Waterbury Inn – 10321 Water – Land Disturbance/Lighting**

Bristol introduced this item. Waterbury Inn Owners Association would like to update their existing area and want to make it more of a feature for their guests. They would like to add a concrete wall on the other side of the pool fence with permanent food prep areas and grills. They would like to have large gas fire pit with chairs around it, added Bristol.

Committee members had a short discussion about lighting. Wally Vartanian, assistant manager for Waterbury Inn explained that lights are going to be facing the building away from the road and facing down. Meacham pointed out that the committee can only recommend but can not make them do it without a proper ordinance. McCutcheon added that with adoption of dark sky compliance ordinance, non-compliant existing lights would not be grandfathered. Vartanian has no problem following the guidelines. Fisher believes that the focus of the committee should be lighting in the public right-of-way and should not extend to the private property.

**Motion per Held to approve the Land Disturbance/Lighting application for Waterbury Inn at 10321 Water Street as presented, seconded by Stollenwerk, and motion carried.**

**14. New Business for next meeting**

None

**15. Adjournment**

**Motion per Stollenwerk to adjourn the Planning Committee Meeting at 7:55P.M., seconded by Fisher, and motion carried.**

Recorded by,  
Andrea Collak-Clerk/Treasurer