

# VILLAGE OF EPHRAIM

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## **Planning Committee Meeting Minutes**

Tuesday, September 25, 2018 – 7:00 P.M.

Village of Ephraim Administration Office, 10005 Norway

**Present:** Ken Nelson, Jim Stollenwerk, Matt Meacham, Susie Samson

**Absent:** Michael McCutcheon-Chair, Grace Held

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

**Guests:** Cindy Nelson, Bruce Nelson, John Grochowski, Tad Dukehart, Doug Schwartz

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

Meeting called to order by Andrea Collak-Clerk/Treasurer at 7:05 P.M. Collak requested that a temporary chair be appointed for this meeting.

**Motion per Meacham to appoint Ken Nelson as temporary chair for this meeting, seconded by Stollenwerk, and motion carried.**

### **2. Quorum**

Quorum is present for this meeting.

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

None

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

None

**Ken Nelson requested a moment of silence in memory of longtime committee member Walt Fisher.**

### **5. Approve 8/28/2018 Plan Committee Minutes**

**Motion per Stollenwerk to approve 8/28/2018 Plan Committee Minutes as presented, seconded by Meacham, and motion carried.**

### **6. Ephraim Foundation – 3060 Anderson Lane – Accessory Structure**

Ken Nelson noted that Board of Appeals approved the location of the building. Stollenwerk added that the application was tabled by Historic Preservation Committee (HPC) until modifications are made. Proposed structure was not appropriately designed to fit within the Ephraim Foundation as well as Ephraim historical district setting.

Grochowski from Ephraim Foundation explained that the proposed structure; wooden shed; is intended to house the electric tram, which is used for historic village tours, but would also give them additional space to house tools/equipment, currently stored at the back of the building. It would be painted the same color as the barn museum/office and have metal roof and door.

Tad Dukehart suggested softening the look of both doors with black hinges, windows, antiques, maybe weather wane to make it look more like barn doors.

Meacham would encourage Ephraim Foundation to do that but does not believe there is an ordinance that could carry it out.

Samson likes the idea of the barn door. Samson would also like to see roof material match the material on existing buildings of the property.

John Grochowski assured the committee that he will contact the company and find out whether door could be modified. He pointed out that metal roof; that would last longer; would be the same color as are current asphalt shingles on the existing building.

Ken Nelson believes that Ephraim Historical Foundation should be leading a way on the design. The application should try to match architectural cues of the surrounding buildings not only from design but also from material standpoint.

Doug Schwartz questioned whether the Board of Ephraim Historical Foundation approved proposed design. Grochowski answered that the Board was aware of the project and had no concern regarding this particular design. The Board trusts the judgement of the office staff but will have to approve the purchase once it is approved by government, added Grochowski. Grochowski explained that they have not looked into many design options as they wanted to be sure that the location was approved.

**Motion per Meacham to table the application for Ephraim Foundation at 3060 Anderson Lane for Accessory Structure, seconded by Stollenwerk, and motion carried.**

**7. Bob Dearborn – 10027 N Dane – Faceprint Change – Color change in new SFR from what was approved in May**

Bristol introduced this item. Bob Dearborn was approved white siding, white trim, green asphalt roof and green gutters in May 2018. He is looking for approval on the option of another color palette; dark green siding, green asphalt roof, white window trim and gutters.

The committee had short discussion on the issue. Meacham and Stollenwerk had no issues with color choice. Samson would like to keep the color white.

**Motion per Stollenwerk to accept new proposed Faceprint Change option application for Bob Dearborn at 10027 N Dane, seconded by Meacham, and motion carried.**

**8. Anne Tuey – 3056 Spruce Street – Accessory Structure –Deck Addition**

Bristol introduced this item. Anne Tuey would like to add a 21'x16' deck to existing deck and install new, white PVC railings on existing deck. The property is located across from Smith Garage parking lot, tucked back behind row of cedars from west and south side. Bristol has no dimensional issues with the application.

**Motion per Meacham to approve the Accessory Structure application, Deck Addition submitted by Anne Tuey at 3056 Spruce Street as presented, seconded by Stollenwerk, and motion carried.**

**9. Village of Ephraim – Cherry Street Step Lighting Plan**

Cindy Nelson stated that when Hockers finish their work at Cherry Street Steps the Village would be looking into lighting them. Cindy Nelson is looking for design approval on 36" Solar Powered LED Industrial Grade Bollards. On the upper steps the Firstlight Technologies company is determining either 5 or 6 lights and the bottom will need 3 or 4 lights based on where the platforms would be located.

HPC approved the design.

Meacham questioned whether the proposed lights provide enough light for safety and what

would be the hours of operation. Cindy Nelson answered that proposed lights provide enough light for safety and that they can be programmed. In the winter the batteries would be taken out to be preserved and put back in April of each year. Battery life is 8-10 years and replacement is \$75.00/battery.

Cindy Nelson went on saying that proposed lights need minimal sun every 3 to 5 days to keep them going. The electrical lights would cost twice as much, added Cindy Nelson.

**Motion per Meacham to accept the Village of Ephraim Cherry Street Lighting Plan for Solar Powered LED Bollards from Firstlight Technologies as presented, seconded by Samson, and motion carried.**

**10. New Business for next meeting**

None

**11. Adjournment**

**Motion per Stollenwerk to adjourn the Planning Committee Meeting at 7:43P.M., seconded by Meacham, and motion carried.**

Recorded by,  
Andrea Collak-Clerk/Treasurer