

Plan Commission Meeting Minutes

Tuesday, September 22, 2009 at 6:00 p.m.

“Draft – Approval Pending”

Members Present: Chair-Chris Anderson, Sharon Fitzgerald, Gail Hill, Bill Cammack, Bill Nelson, Kathy Mand-Beck

Members Absent: Emily Pitchford, Josh Van Lieshout

Also Present: Kevin Vonck-UWGB, Lisa Harding, Pam & Richard Wegner, Clarence & MaryAnn Scherer, Kim Jensen, Citizens of the Village, Kelly Popp

1. Call Meeting to Order

Chair-Chris Anderson called the meeting to order at 6:03 p.m.

2. Pledge of Allegiance

3. Approval of the Agenda

Cammack moved to approve the September 22, 2009 agenda as presented. Beck Seconded. Motion passed.

4. Approval of Plan Commission Meeting Minutes for August 25, 2009.

Beck moved to approve the Plan Commission Meeting Minutes from August 25, 2009. Hill seconded. Motion passed.

5. Open Session (limited to 10 minutes)

Limited bathroom access around the Village was discussed by the Commission. Street-side bathroom facilities are an issue and a concern in the Village. Part of the discussion was who is required to provide bathrooms as service for their customers and visitors. The concern is that there are not street-side bathrooms available to visitors. Consensus was that a centrally located bathroom in the downtown village area would be a benefit. It was suggested that the Committee look into what the state law requires. Anderson stated that this is an issue that should be a recommendation to go before the Village Board.

6. Recommendation to Village Board regarding sandwich board signs for 2009-2010

Anderson brought up the trial period last year and whether it seemed to be working. The Commissioners mentioned that a nice balance within the Village pertaining to the sandwich board would be ideal.

Bruce Hill's e-mail regarding this issue was passed out and then read by Anderson. It was stated that through some experience the sandwich boards were helpful, provided regulations are followed. The concern seemed to be enforcing the businesses to adhere to the regulations. It was suggested that perhaps a specific tasteful sandwich board design be done and followed for all businesses. It was suggested that Plan Commission hear EHBA's thoughts and opinions regarding this issue.

Anderson suggested that they work with Kevin Vonck on what is effective for other areas.

Anderson stated that they will have Josh contact the EHBA for their opinions, inclusive of the Sandwich board issue as well as other sign issues.

It was mentioned that there had been previous research done several years ago. Anderson stated that the past research information will be brought forth and looked over again with the current Commissioners. It was asked that if possible, the information be sent to the Plan Commissioners to review.

7. Village of Egg Harbor Downtown Strategy project

It was affirmed that the project was approved for completion with Kevin Vonck. Vonck would like to send some information to Commissioners before the next meeting time so that it can be reviewed and ideas be brought up at the next meeting. Vonck would like to set up a website for ideas for this project. The noted website was written as eggharbor.blogspot.com. Vonck would like to focus on the downtown area as a priority. The MU district, the center of the village, is the focus according to the scope agreement. Anderson stated that it goes back to the comprehensive plan looking for an architectural review board. It was noted that the comprehensive plan is a compilation of everyone's view in the Village. Vonck requested time during future meetings for presentation and discussion. The Commissioners did agree that this would be a great way to move forward.

8. Signage requirements for all retail business

9. Report regarding "Open Flag" status

Anderson discussed this with the EHBA. The recommendation is to do the same visual appearance, double sided, a darker blue color. The cost would be \$18. EHBA would like to make this standard, but the old ones could be used until replacement is needed. The quality of the material has to withstand the weather conditions, etc. in this area. The old small flag was brought up as being much sturdier and brighter. Even with wind, you could read open with this older flag. It was suggested that the design stay the same with open down the side and the flag being smaller. It was suggested that the flag be omitted for a wood sign that says open or closed.

Vonck stated he noticed that the flags text is difficult to see. He walked around the Village and noticed sometimes it was folded over or hard to see. He stated that there should be a key to look for the open signs possibly on entrance into town.

10. Nuisance and other zoning related issues and code enforcement

Anderson stated that this agenda item be dealt with on a comprehensive level. The Plan Commission must make sure that this is an issue that is dealt with. Enforcement needed to be addresses and was discussed. It would be a huge project to go through all the signs and enforce the regulations.

Next year for business permits, it was stated that the businesses must have a sign for their business. It was stated that it must be enforced and be done well. It was suggested that this should be done by April 1, 2010 before the new season opens. A letter should go out stating that regulations must be followed and completed by individual businesses before their business can open. It was agreed upon by Commissioners to have this done by April 1, 2010.

11. Liberty Square application for the necessary zoning permits

Anderson recused himself. Cammack chaired this issue as requested by Anderson. Richard Wegner presented and explained Liberty Square's plans. Provided as attached was the parking documents per the Village Ordinance. Fitzgerald moved to approve the Liberty Square building permit application. Nelson seconded. Motion carried.

12. Next Meeting

The next meeting is scheduled for October 27, 2009 at 6:00 p.m. at the Paul J. Bertschinger Community Center.

13. Adjourn

Cammack moved to adjourn the meeting at 7:31 pm. Beck Seconded. Motion passed.

Recorded by,
Kelly A. Popp
Deputy Clerk/Administrative Assistant