

Plan Commission Meeting Minutes
Village of Egg Harbor
Tuesday, October 27, 2009 - 5:30 p.m.
Paul J. Bertschinger Community Center-7860 Hwy 42

“Draft-Approval Pending”

Members Present: Chair-Chris Anderson, Sharon Fitzgerald, Gail Hill, Bill Cammack, Kathy Mand-Beck, Emily Pitchford, Josh Van Lieshout

Members Absent: Bill Nelson-Excused

Also Present: Kevin Luecke-Bike Federation of WI, Kevin Vonck-UWGB, Bob Dickson

1. Call Meeting to Order

Chair-Anderson called the meeting to order at 5:30 p.m.

2. Pledge of Allegiance

3. Approval of the Agenda

Correction to the agenda in Agenda Item #5 to state approval of Plan Commission Meeting Minutes for September 22, 2009.

Pitchford moved to approve the agenda with correction to item #5. Beck seconded. Motion carried.

4. Information meeting, 2009 Bicycle and Pedestrian Planning Project, 5:30 p.m. to 6:00 p.m.

Anderson introduced Kevin Luecke. Luecke gave information and expectations to the Steering Committee (Plan Commission) on the Bicycle and Pedestrian Planning Project. Road Inclusions would be: Hwy G, Church Street, and Hwy 42. Inclusions in the plan: signage, recommendations for funding projects, recommendations for education & outreach programs in the village, enforcement of the law.

Van Lieshout introduced Bob Dickson and asked for his input.

5. Approval of Plan Commission Meeting Minutes for September 22, 2009.

Item #10, sentence 3: This sentence needs to be reworded. Beck moved to approve the Plan Commission meeting minutes with the correction for September 22, 2009. Hill Seconded. Motion carried.

6. Open Session (limited to 10 minutes)

It was suggested that signage be on every Agenda to complete as needed. Anderson would like to recommend a study group be formed to discuss this, bring it back to the Plan Commission, then Plan Commission make a recommendation to the Village Board. Anderson would like to move forward to put the agenda item of forming a study group on the next meeting's agenda. Variance permits was brought up in discussion. Van Lieshout explained the route and order that variances take place and who handles the variances.

7. 2009 Bicycle and Pedestrian Planning, Kevin Luecke

Luecke asked for the website to be placed as a link on Village of Egg Harbor's web site. He also asked if it could be in the newsletter.

8. Village of Egg Harbor Downtown Strategy project, Kevin Vonck

Kevin Vonck was introduced. Vonck discussed the blog site with Commissioners. He stated that he would like some input on the web site for Egg Harbor's Downtown Planning. He would like to see balance with creativity of business owners and the Village's regulations as well. A presentation was given by Vonck. Discussion led to minimum and maximum set-backs, building height, parking, elements of a structure and guidelines, encroachment on public right-of-ways, and signage issues. Building form and materials was also explained and discussed, such as inclusions and exclusions in building materials.

It was stated that being as explicit on expectations as possible with ordinances will hopefully prevent future problems. Forming an Architectural Review Board or bringing plans before the Plan Commission for review was discussed by Commissioners. It was stated that a supporting document with recommendations for a process such as this would be of interest to the Plan Commission. Form base coding was discussed regarding supporting documents with examples of photos included.

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

Anderson suggested reinstating the sandwich board policy with the same time allowance of November 1 through April 30th for this season (2009/2010) until completion of the Comprehensive Agreement. Cammack moved to reinstate the sandwich board policy with the same time allowance of November 1st through April 30th for the season of 2009/2010. Fitzgerald seconded. Motion carried.

10. Next Meeting

The next meeting was scheduled for Tuesday, November 17, 2009 at 6:00 pm. The December meeting was tentatively set for Thursday, December 17, 2009 at 6:00 PM, but it will be discussed further at a later time.

11. Adjourn

Cammack Moved to adjourn the meeting at 7:45 p.m., Beck seconded. Motion carried.

Recorded by:
Kelly A. Popp
Deputy Clerk/Administrative Asst.