

**Village of Egg Harbor  
Architectural Review & Historic Preservation Board  
Meeting Minutes**

**June 8<sup>th</sup>, 2023, at 2:00 P.M.**

**Paul J Bertschinger Center 7860 STH 42 Egg Harbor, WI 54209**

**Meeting Link: <https://villageofeggharbor.zoom.us/j/83005056270>**

**Phone Number: 312-626-6799 Meeting ID: 830 0505 6270**

Chris Roedl, member  
Kathy Navis, member  
Jim Vander Heiden, member

Ken Mathys, member  
Paul Brophy, member

1. Call the meeting to order
  - Megan Sawyer called the meeting to order at 2:03 P.M.
  - Board members in attendance: Chris Roedl, Kathy Navis, Jim Vander Heiden, Ken Mathys, Paul Brophy
  - Staff members in attendance: Megan Sawyer, Madison Cloutier, Lynn Ohnesorge
  - Audience members in attendance: Karen Peterson
  
2. Selection of Architectural Review and Historic Preservation Chair and review of term appointments
  - Megan Sawyer's executive summary: *the ordinance does not specify exactly which member shall serve as the Architectural Review and Historic Preservation Board chair. Therefore, the Board will need to select a member to serve as Chairperson.*

*Also, the ordinance specifies the following: "Of the initial ARHP Board 1 shall serve a term of 1 year, 2 shall serve a term of 2 years, and 2 shall serve a term of three years." The Village Board appointment committee terms at their February 2023 meeting understanding that the former Ad Hoc Committee members were willing to serve on the initial ARHP Board until new members could be identified. The Village Board had concerns about Plan Commission members serving on both the Plan Commission and the ARHP Board, therefore, the two Plan Commission members were assigned the shortest terms available.*
  - The Village Board assigned Kathy Navis the 1-year term, Chris Roedl & Ken Mathys the 2-year term, and Jim Vander Heiden & Paul Brophy the 3-year term. Village staff are actively trying to find replacements for the previous Ad Hoc members.
  - **Paul Brophy motioned to appoint Chris Roedl as the Chair of the Architectural Review and Historic Preservation Board for 6 months, Kathy Navis seconded, motion carried.**
  
3. Approve the agenda
  - **Kathy Navis motioned to approve the agenda, Jim Vander Heiden seconded, motion carried.**

4. Open Session
  - Megan Sawyer started out saying the Village was approached by the Main Street Shops last fall about potentially creating a corridor that connects Church Street to the Highway for a safe pedestrian passage. John Heller would like the Architectural Review & Historic Preservation Board to be a part of those conversations to give their input on the aesthetics of the project. The Board has no objections to being a part of the discussions, but they do not have the authority to discuss aesthetics for a passage.
5. Review and consideration of project application submitted for 7763 STH 42, Maxwell's House
  - The Architectural Review & Historic Preservation Board reviewed Maxwell House's application. Karen Peterson submitted photos and brought in samples for the Board to review.
  - **Paul Brophy motioned to approve this subject to further discussion between Megan and the Board's Chair on the details, Kathy Navis seconded, motion carried.**
6. Becoming a Certified Local Government through the partnership program with the Wisconsin State Historic Preservation Office and the National Park Service
  - Megan Sawyer said that Paul and she had a meeting with a gentleman named Jason Tish who is the Certified Local Government Coordinator with the Wisconsin Historical Society. They discussed with him what the Board would need to do in order to start designating some of the historical structures in the Village on our own and what the processes were so that there is merit. One big reason a community would consider becoming a certified local government is that you are eligible for grants specifically a grant to help with survey work that can help us designate our historic properties. I received an email from Jason a few weeks back, and I followed up with him last week letting him know that our ordinance that was proposed came into effect earlier this year, and the Village Board had appointed a body. He offered to meet with us on August 17<sup>th</sup>, 2023, earlier in the day before he meets with Sister Bay.
  - The Board was in favor of having Jason meet with them on August 17<sup>th</sup>, 2023.
7. Open Session
  - Paul questioned the process of having a public hearing. Megan stated that when the Ad Hoc Committee reviewed public hearings they decided against having them. All the information is available to the public in advance and the public can speak in an Open Session if they are in favor or if they have concerns about a project.
  - Kathy asked about the tent the Alpine has up and if their board has authority over it. Jim said that if it was a permanent structure the Architectural Review & Historic Preservation Board would have authority over it. Megan clarified that it is a temporary structure because it is taken down in the winter and from a Zoning aspect the Village does not have authority over it because it is not a permanent structure.

8. Next Meeting

- August 17, 2023, time to be determined.

9. Adjournment

- **Paul Brophy motioned to adjourn the meeting, Kathy Navis seconded, motion carried.**
- Meeting adjourned at 3:33 P.M.

Meeting minutes completed by Madison Dietzen on August 15, 2023. Submitted for review on August 17, 2023.

**Bold – Official Action**

DRAFT