

Plan Commission Meeting Minutes
Tuesday, January 24, 2012 at 4:00 p.m.
Paul J. Bertschinger Community Center
7860 Hwy 42, Egg Harbor, Wisconsin

“Draft-Approval Pending”

Present: Chair-Nancy Fisher, Kathy Mand Beck, Gail Hill, Emily Pitchford, Joseph Smith, Bill Cammack
Lou Nyberg, Josh Van Lieshout, and Kelly Popp
Also Present: Edward Freer, Principal-JJR

1. Call Meeting to Order

Chair, Fisher called the meeting to order at 4:02 p.m.

2. Pledge of Allegiance

3. Approval of the Agenda

Beck moved to approve the agenda as presented, Pitchford seconded. Motion carried.

4. Approval of Plan Commission Meeting Minutes for December 6, 2011.

Requested language changes to agenda were made as attached under agenda items.

Smith moved to approve the Plan Commission meeting minutes of December 6th, 2011 as amended, Pitchford seconded. Motion carried.

5. Detailed Downtown Neighborhood Planning

a. Introduction of JJR Consultant

Fisher introduced Edward Freer, Principal from JJR. Freer gave an overview on his background.

b. Overview of MU Downtown Project

Freer stressed the importance of the tourist and the local tourist (resident). He gave a power point image presentation of successfully redeveloped communities' village centers. Possible public improvements and attracting investments in Village were considered; the potential is there to expand what the village has.

c. Background

d. Goal of project

The role of private developers was discussed briefly. It was suggested that a business community can also have a forum to work with a city or village to aide in the development of a downtown area. Freer commented certain basic fundamentals in a community center work no matter where you are; connectivity within the village center was stressed.

e. Funding

Funding was discussed briefly. Freer stated funding is easier to obtain with an overview picture in entirety. Obtaining public funding is important. An annual schedule is important in terms of numbers with grants.

f. Participants

Stakeholder meetings and community meetings to obtain feedback and ideas were discussed briefly. It was suggested that within a month the Plan Commission come back and have some draft recommendations. Fisher commented to Freer that Van Lieshout will be back in touch.

6. Changes to the sign code concerning banners

Fisher stated after the Plan Commission talked extensively about the banners for several meetings; there were one or two suggestions from the Village Board. The Brochure included in the packet will be updated with the banner information as well. Van Lieshout stated the brochure should be completed by May 1st. Van Lieshout commented that the entrance signs are being worked on currently. The new entrance signs will allow the ability to hang banners.

7. Update on Congruent Planning and Implementation Efforts

a. Art, historical and trail planning efforts

Fisher stated ideas have been suggested regarding the Downtown Village Center. Gathering places were discussed and ideas have been expressed. Along Hwy 42, four pocket parks have been planned to distinguish as an area to gather. The current and proposed walking trails were discussed briefly as well.

b. STH 42 beautification and planning

Beck commented on January’s Public Art Committee meeting and the possibility of artists painting benches in the Downtown Village Center area. The Hwy 42 Village route into and out of the Village, beautification of Hwy 42, Kiosks, Harbor School Road to County E, and map brochures and the map distribution locations were discussed.

Van Lieshout showed a presentation of a map brochure, including trails, public art, and the sunset concert series in the village. The suggestion of the Historical Society being included in a future map was made. Van Lieshout reported simple trail signs for the walking trails have been designed as well. Parks and Public works is working hard on many of the upcoming planning and beautification projects. Several committees, including Parks and Public Works, Public Art Committee and the Plan Commission are all considering projects to assist in the Hwy 42 beautification and Planning.

8. Hotel & Motel Ordinance Review

a. Density as measurement

Fisher stated that at the Plan Commission meeting on December 6th, there were density restrictions placed on the CSM Mariner Property Lot. The Village Board moved away from the density on this issue; living quarters and density were reviewed at that time. Fisher stated the ordinance regarding density should be consistent; a modification may need to be made. Functional problems were discussed regarding the regulations. Fisher asked the Commissioners to review ordinance 152, section 152.02 and bring back suggested modifications.

9. Report from Administrator on violations

a. Mariner signage (Existing signage for defunct businesses)

Van Lieshout stated two signs, one on the Mariner property and one on Hwy G need to be removed. Both the attorney and the real estate agent for the Mariner property have been contacted and notified of the need for sign removal.

b. Dilapidated Building ordinance

Van Lieshout commented on the essential changes regarding dilapidated building and structures. The definitions of buildings and structures were given by Van Lieshout.

Smith moved to approve and recommend to the village board the changes to 92.02(B)(1), the addition of dilapidated buildings or structures and the changes to Rules of Construction; General Penalty, Cammack seconded. Motion carried.

10. Sign ordinance change notification to businesses (This should have been Parking Regulations/Ordinance)

The parking regulation brochure was discussed; the impact fee and concept was conferred on. The comment was made that the question on paying was unclear; clarifying this is essential. The final brochure completion date should be at end of April. The brochure will continue to be fine-tuned.

11. Plan Commission New Business

a. Ephraim changes

A side by side comparison of our ordinance with Ephraim’s was suggested to streamline for the Village of Egg Harbor.

b. Door County Greenprint

Door County Greenprint was discussed by the Commissioners. Concerns of Door County Greenprint are with water quality, native plants and animals and restoring landscape and endangered landscape areas. There is an opportunity for the Village to create an overlay with the groups map. The Greenprint map shows what is going on at the surface level and below. As noted on the cards distributed, you can find Door County Greenprint at www.co.door.wi.gov or http://tplgis.org/DoorCounty_Greenprint.

c. County Meeting 1/31

Fisher reported the county is having a meeting in two weeks on January 31st. She invited Commissioners to attend.

12. Open Session (limited to 10 minutes)

Prepared Plan Commission reference books were noted. The reference books were distributed to the Commissioners.

13. Next Meeting

The next meeting will be on Tuesday, March 27, 2012 at the Paul J Bertschinger Community Center. It will be held at 4:00 p.m.

14. Adjourn

Cammack moved to adjourn the meeting at 6:52 pm, Beck seconded. Motion carried.

Reported by,
Kelly A Popp
Deputy Clerk-Treasurer/Administrative Assistant