

1. Call Meeting to Order

Chair, Fisher called the meeting to order at 5:00 p.m. Those in attendance were Chair-Nancy Fisher, Gail Hill, Emily Pitchford, Kathy Mand Beck, Bill Cammack, Joshua Van Lieshout, and Kelly Popp. Unable to attend was Lou Nyberg, and Joe Smith. Also in attendance was Ed Freer-JJR, via phone.

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 May 22, 2012.

The Commissioners asked for grammatical corrections to be made under agenda items 11a, 11d, and 13. *Fisher moved to approve the Plan Commission Meeting Minutes from May 22, 2012, as amended with the requested changes, Cammack seconded. Motion carried.*

5. Teleconference with Ed Freer, JJR M-U Plan.

a. Planning for M-U Stakeholders meeting on Tues. July 24, and JJR letter

- Ed Freer and Plan Commissioners planned for the M-U district stakeholders meeting on Tuesday, July 24<sup>th</sup>, as well as the JJR Letter. Ed Freer was contacted by phone. Fisher confirmed with Freer that the comments were. Freer gave a brief explanation of what would be incorporated into the M-U Stakeholders presentation meeting on Tuesday, July 24<sup>th</sup>.
- Fisher confirmed with Freer that the JJR letter be sent out on JJR letterhead in the Village's envelope. Freer stated he would be sending the letter to Van Lieshout when complete. After the M-U Stakeholders Meeting on July 24<sup>th</sup>, there will be a Plan Commission meeting. The Stakeholders Meeting Presentation will be about one hour in length from 6:00 p.m. until 7:00 p.m. or 7:15 p.m. Following, the Plan Commission Meeting will be from 7:30 p.m. until 8:30 p.m.
- Reservations will be made by the Administration Staff at the Lull-Abi Inn for JJR. Freer thanked the Commissioners for their comments. Fisher expressed her gratitude to Freer. Fisher commented this meeting will be important for the budget planning process. It was noted that a Community Meeting will be held on Thursday, August 2<sup>nd</sup> at 6:00 p.m.

6. Village Board actions

a. Permeable surface and rural commercial driveway ordinance changes passed

Fisher commented on amending and approval of Ordinance 2012-05, sections, 10.05 and 152.048 of the municipal code of ordinances, regarding the permeable surface and rural commercial driveway ordinance changes.

b. Community based residential facilities returned to Commission. Discussion regarding additional information requested and interface with Comprehensive Plan

Fisher explained the Village Board's concerns and reservations. Fisher stated the language was returned to the Plan Commission. The discussion included limiting these types of facilities to the M-U district, the possibility of expanding to include smaller duplex, four-plex, or town-home family buildings (more affordable housing), possible apartments, and the need for attainable housing. This could add a new

element, bringing some younger people into the community. The size of a multi-family unit was discussed. Fisher asked Van Lieshout to bring Sister Bay’s ordinance language regarding this agenda item to the August meeting. Cammack volunteered to take and bring Pictures of the new Sister Bay multi-family complex to the next meeting.

7. Code Violation Report

Van Lieshout reported on recent code violations:

- Rosenberg Property (Dilapidated Structure)-7885 STH 42: Rosenberg will be razing the structure in 30-40 days.
- Bentley Property (Dilapidated Structure)-7886 STH 42: The consensus of the Commissioners was a preferred time-line of December 31<sup>st</sup>, 2012, rather than waiting a full year. Van Lieshout will send a letter to Bentley and his attorney regarding the discussion.
- Bridge Café Property (Business Sign Removal)-7881 STH 42: Van Lieshout will take the sign down by the fourth of July.
- Decorators Gallery sign needs to be adjusted.
- Beck brought up Prohl’s Street sign concerns. Prohl’s property currently shares a driveway with a cabin; A street sign was put up. It was explained that this may be for emergency reasons; sometimes the county names a shared driveway.
- Concerns were mentioned of American flags flying at night without lighting.
- It was mentioned that Bridget Browning did receive a letter regarding the car that has been abandoned asking her to remove it from public view.

8. Consideration of revision of zoning standards concerning density requirements for hotels and owner occupancy requirements

Van Lieshout explained the definitions of Hotel/Motel/Resort.

Fisher stated going back in the minutes for the Mariner Resort, only a certain amount of units were allowed. It was mentioned that Plan Commission stated they would revisit this subject. Better standards should be considered going forward. Some changes may need to be made to 152.052 for better standards. Fisher asked the Commissioners to review (D) and (E) (2). This will be brought back in August. It was suggested there may be differences between the M-U district and the other districts currently. It was consensus by Commissioners the current code needs to be updated.

9. Scenic Byways Kiosks – Meeting of June 12

Van Lieshout reported on the June 12<sup>th</sup> Scenic Byways meeting regarding Kiosks. A pre-targeted list was contacted to gather and collect the input regarding the kiosks. Overall, the Byways Committee felt they had gathered a sufficient amount of information to move forward. Fisher asked if the village would see a mock-up of the kiosk before going forward. Van Lieshout will contact the Byways Committee and find out the information.

10. Conditional Use Permits

a. 5 year history

Fisher reported the five-year research history of Conditional Use Permits. Commissioners discussed this briefly. Fisher asked Commissioners to review the E-mail that was sent regarding the recent changes to buildings use(s) within the Village. Retail operations do not require a conditional use permit, but

restaurants do require one. Defining the difference between retail and restaurant should be reviewed. The changes in questions were brought up regarding REU's, Conditional Use Permits, and Parking. Pitchford suggested following the state of Wisconsin on the definition of a restaurant. A restaurant was determined to be defined as, “an establishment preparing and serving food”. Therefore, Commissioners determined a Conditional Use Permit should be processed for these establishments. A thank you letter will be sent to LaVonne Callsen.

b. Discussion of when required & educational efforts with Village businesses

Commissioners discussed when conditional use permits were required and what educational efforts could be made regarding the conditional use permits.

c. Harbor View Grill conditional use permit

11. Open Session (limited to 10 minutes)

- The comment was made that there have been many positive feedback from visitors in the area on all the improvements.
- Fisher congratulated Van Lieshout on becoming the Chairman for Door County Tourism Zone Commission.
- Fisher thanked Commissioners for their participation in the JJR comments.

12. Next Meeting

The next Plan Commission meeting was scheduled for Tuesday, July 24<sup>th</sup>, 2012 at 6:00 p.m. at the Paul J Bertschinger Community Center, 7860 STH 42 in Egg Harbor.

13. Adjourn

*Fisher moved to adjourn the meeting at 6:33 p.m., Cammack seconded. Motion carried.*

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