

Village of Egg Harbor  
Plan Commission Meeting Minutes  
Tuesday, July 24, 2012 at 6:00 p.m.  
Paul J Bertschinger Community Center  
7860 State Hwy 42, Egg Harbor, Wisconsin

1. Call Meeting to Order

Those in attendance were Chair-Nancy Fisher, Gail Hill, Emily Pitchford, Joseph Smith, Kathy Mand Beck, Lou Nyberg, Joshua Van Lieshout, and Kelly Popp. Unable to attend was Bill Cammack. Also in attendance was Ed Freer, JJR Principal and Kyle, JJR Associate, Peter Devlin, citizens and business owners of the Village.

Chair, Fisher called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

3. Approval of the Agenda

4. Approval of Plan Commission Meeting Minutes for June 26, 2012.

Mand-Beck moved to approve the Plan Commission meeting minutes with the corrections for June 26, 2012, Pitchford seconded. Motion carried.

5. M-U Downtown Proposal

a. Presentation by Ed Freer, Principal at JJR, Madison

Fisher gave a brief introduction of Ed Freer, Principal and Kyle, both of JJR. Freer stated today, sixty days after the previous workshop and stakeholders meeting, he has brought some suggestions and ideas with him. He gave a presentation encompassing the ideas and suggestions of the Village of Egg Harbor core/center of the M-U Downtown Plan, stating that the previous meetings/workshop ideas and comments were integrated into suggestions for the plan. Freer stated he wanted to focus on what makes the Village of Egg Harbor today, a place or a destination. The notes taken by Josh Van Lieshout dated Tuesday July 24, are attached to these minutes as a part of the record.

b. Question and Answer Session

A question and answer session was held with those individuals who were present, Fisher asked that those present feel free to ask any questions. Van Lieshout stated the Village Plan presentation drawings will be placed on the Village Website. Fisher commented there were several opportunities for the Village and the Village is well-positioned. The suggestion was made to break the core village plan into smaller sections or phases. Freer explained the challenges faced are Market Street and multi-family; another challenge faced is the unknown economy. Safety was discussed along the corridor of Hwy 42. It was suggested that a plan list be prioritized. Freer commented on the importance of making sure the money being spent is not infringing upon possible future improvements. Fisher stated it would be wonderful to begin to make some of the suggestions a reality. Fisher thanked Ed Freer, Kyle and those present for attending.

6. Plan Commission Review and Additional Discussion about Downtown Plan

Plan Commission review and additional discussion about the downtown plan was held. Fisher asked what needed to be done to pursue the D.O.T. and Main Street Parking plan like this. It was suggested, that getting into the queue for funds would be a priority. Richard Wegner suggested an informal

meeting on the proposed plan. Mr. Wegner stated he would be happy to assist in arranging an informal meeting. There are important economic and safety issues to be conveyed for this plan. Accessing Legislative support is essential. Improving the infrastructure is important and should be shared with the highway department, along with the Dept. of Commerce. Fisher asked that for the next meeting, Commissioners to rethink this and try to prioritize the Village projects, excluding the Main Street Shops, due to the work needed to put the plan into place.

7. Administrator: Code Violations and Actions Taken

Code violations and actions taken were reported by Van Lieshout.

A couple of requests regarding outdoor displays were taken from Mand Beck. Follow up letters will be going out on the properties with outdoor display code violations. Rosenberg property building will be coming down on Hwy 42 in the timeline as specified, taking place in the next ten days. Van Lieshout stated the property owners also spoke about the reuse of the land. The vehicle at the Browning property was noted to have been moved.

8. Initial Conditional Use Permit application: Patrick and Christina Robers, 7821 Horseshoe Bay Road-Unit #3

Initial review of the conditional use permit application of Patrick and Christina Robers property of 7821 Horseshoe Bay Road, Unit #3 was discussed. Fisher mentioned the sophisticated presentation given at the last PC meeting. Van Lieshout commented he had nothing to add. It was noted the hearing for the conditional use permit will be conducted in August. As a result of the ordinance that was recently passed regarding conditional use permits, there will be a total of three meetings regarding this. The hearing will be noticed. Robers inquired when the 3<sup>rd</sup> meeting would be; Van Lieshout stated it will be held Tuesday, August 28<sup>th</sup>.

9. August Meeting Planning (August 28, 6pm)

a. Conditional Use Permits

Fisher commented on next month's, August meeting agenda items as below.

i. Businesses operating without permit and suggested actions

ii. Commission recommendation re: permitting in future

b. Multiple Occupant Ordinance Formulation

c. Hotel/Motel Ordinance Revision Recommendations

10. Open Session (limited to 10 minutes)

Pitchford suggested and asked for a hypothetical site plan depicting what multifamily units would look like would be great if presented or examples around the area.

11. Next Meeting

The next meeting has been scheduled for August 28, 2012 at the Paul J Bertschinger Community Center.

12. Adjourn

Mand-Beck moved to adjourn the meeting at 8:00 p.m., Smith seconded. Motion carried.

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

Plan Commission Meeting  
Meeting Notes of Joshua J. Van Lieshout, Administrator  
July 24, 2012

#### Comments on the Downtown (MU) Plan Project

Ed Freer and Kyle Trulen began the discussion with a presentation of their findings and sketch plans. Ed reviewed the purpose of the meeting the purpose the plan and its intent to capture the ideas define some concepts of what Egg Harbor could look and feel like, by asking the question “What makes Egg Harbor, Egg Harbor?” and “What it is that we would like to look and feel like?”. Ed pointed out that the answers to these questions begin with making a place. Making that place begins with how we define our places today. Are our best shops and public buildings on a highway or on a main street. How we see ourselves is how we present ourselves. Mr. Freer advised with change our thinking and self identification from being on a state highway to being on Main Street; essentially we need to village-ize the corridor.

How do you know you arrived, where is the “You are Here” moment? How do we village-ize the corridor and strengthen linkages in the Main Street Core? How does the public facilities (village hall) serve the core? How do we integrate our housing choices in the district, adding more residences in the core makes more people available to participate in the work force and living in the area attracts more sustainable core businesses. In what manner to we develop a stronger definition of the village core? Ed advised to stay away from the trends, identify your roots and work from that.

Ed reviewed a series of photographs contained on page six of the report. Pointing out specifically that all the photos are taken on state highways, and drew attention to the vertical, and horizontal relationships to the public streets and sidewalks. On page seven Ed talked about detail. Pointing out in the series of photographs on page seven the color and texture of sidewalks, awnings, entryways, window displays, and integration of multigenerational public spaces.

On page 8 Ed talked about community destinations, essentially the institutions, the bank, library, gas station, post office are located on the main street. Getting people out of their car into the community by making the must stop places pedestrian friendly are important.

On page 9 Ed discussed organization of places. Tying places together with common architecture, such as a fence, a hedge, gable detail, or in the case of Louisville, tree gards that are modeled after Louisville walking sticks.

Ed moved on in his presentation to the reports recommendations. Those being the uses outlined on page 10 and the functional layout of the community, addressing issues such as density, block length and access. Building layers of interest, variety and discovery in the local landscape through the use of plantings, art and activity centers. By adding interest and variety to the pedestrian corridors, we can encourage people to stay out of their cars and spend more time and hence money in Egg Harbor.

Housing density precedents can be utilized to create and encourage interesting, stylistic attainable housing choices for Church Street. Using shared wall construction and accepting higher densities encourages creation of neighborhoods. The housing photos on page 11 show style, attainable housing, in a density of 12 to 18 units per acre.

In discussing how the sense of places are made with smart design, Ed showed the effect of wise use of existing right of way, road width and sidewalks to create a closer feel of Main Street. Narrowing traveled ways, using contrasting materials and colors to define pedestrian, parking and auto traveled ways.

Both informal and formal pathways are opportunities to create identification. Identification could be by lighting, landscaping, pathway materials (stone, pavers, cobbles, etc.).

Ultimately the MU Plan is a reference guide to opportunity for the village of Egg Harbor should they wish to continue in the development of their downtown community. Mr. Freer emphasized that a lot additional work would be needed to bring the whole plan to fruition, but that fact shouldn't be an obstacle to getting started with some of the smaller plan pieces and concepts.