

Village of Egg Harbor
Architectural Review & Historic Preservation Board
Meeting Minutes - April 15th, 2024, at 1:00 PM
Paul J Bertschinger Center 7860 STH 42 Egg Harbor, WI 54209
Meeting Link: <https://villageofeggharbor.zoom.us/j/85053893837>
Phone Number: +1 312-626-6799 Meeting ID: 850 5389 3837

Chris Roedl, Chair

Kathy Navis, Member

Jim Vander Heiden, Member

Ken Mathys, Member

Paul Brophy, Member

1. Call the meeting to order.
 - Chris Roedl called the meeting to order at 1:00 PM.
 - Board members in attendance: Chris Roedl, Kathy Navis, Paul Brophy (Zoom)
 - Board members absent: Jim Vander Heiden, Ken Mathys
 - Staff in attendance: Megan Sawyer, Madison Dietzen (Zoom)
 - Audience in attendance: Jennie Bexell, Tracy Rockwell, Craig Sterrett (Zoom)
2. Approve the agenda.
 - **Kathy Navis motioned to approve the agenda, Paul Brophy seconded, motion carried.**
3. Approve March 11th, 2024, Architectural Review and Historic Preservation meeting minutes.
 - **Paul Brophy motioned to approve the March 11, 2024, Architectural Review and Historic Preservation meeting minutes, Kathy Navis seconded, motion carried.**
4. Open Session
 - No discussion.
5. Review and consideration of project application for exterior paint and sign submitted for 7775 STH 42
 - Megan Sawyer reviewed the application submitted for 7775 STH 42 with the Architectural Review & Historic Preservation Board.
 - Kathy Navis asked the applicant if they were using two different orange colors on the building. Jennie Bexell answered that there is only one orange color being used on the building. Paul Brophy asked if the door colors are changing to match the orange? Jennie answered yes, the doors are currently a purple color, so they are planning on changing them to match the orange on the building. Paul added that this application is consistent with the ARHP guidelines.
 - **Paul Brophy motioned to approve the project application for exterior paint and sign submitted for 7775 STH 42, Kathy Navis seconded.**
 - Kathy said that in her opinion the retail space is a really nice fit for the downtown corridor.
 - **Motion carried.**

6. Discussion of historic property selections to be considered and evaluated for local historic property designation – 7710/7708 STH 42 & 7836 STH 42

- Megan Sawyer’s executive summary: *As a follow up to last month’s meeting, the Board agreed that they would start the local historic designation process for two of the Village properties in which have already been identified to be eligible for or are currently listed with the National Historic Register.*

These two properties include Stella Maris Catholic Church (7708/7710 STH 42) and Cupola House (7836 STH 42).

I have not yet reached out to the representatives of the two properties and as you likely know per the agenda, we have not officially scheduled a public hearing for the review of these properties.

As this is the committee’s first time preparing to work through this process, in reviewing with Board Chair, Chris Roedl, I thought it may be a good starting point for the ARHP Board to review the reference materials collected by staff and to determine if there is any additional information/photographs you all feel necessary to be included in your review materials before we start the formal review process.

Therefore, please review the reference materials collected by staff for the two properties which include excerpts from the Section 106 reports completed by John Vogel, information available via the Egg Harbor Historical Society via the EHHS website and Celebrating Egg Harbor Volumes I & II publication, and Wisconsin Historical Society website.

If the Board is looking for any additional information, staff will need to conduct some additional research. If the Board is comfortable with the information collected to date, the Board should schedule the public hearing for your next meeting, May 13th, 2024, at 1:00 PM and staff will publish a public hearing as appropriate per the ordinance and touch base with property representatives.

- Kathy Navis asked how the review process will go. Megan Sawyer answered that she sees the process moving forward with a public hearing to hear public comment, and then the Architectural Review and Historic Preservation Board will review their criteria against the public comment and packet submitted.
- Paul Brophy suggested that the information submitted created in conjunction with the STH 42 project the highway specifications should be omitted because it is not needed information to locally designate the property. Paul added that a letter sent to the property owner should be sent out with a statement summarizing the Boards duties and responsibilities, as well as inviting the property owner to attend the meeting that reviews their property.
- The Board rediscussed the criteria that John Vogel reviewed at their March meeting.
- Chris Roedl suggested that the ARHP Board should amend the ordinance language adding properties are eligible for local designation if the building was built 50 years ago or older. Megan said she will add the amendment to the ARHP Boards next agenda to review the change, and then it will go before the Village Board for approval.
- Paul asked for clarification as to when the Board would deliberate the eligibility of the building. Megan reviewed the office’s process on Public Hearings and

answered yes, the Board can act at the meeting following the Public Hearing.

- Kathy asked what the next step after the designation would be. Megan answered this is a local designation, so we wouldn't have to do anything for the state. Paul suggested that the office would send a letter to the property owner. Megan added that the office would create a spreadsheet to make it easier to track the designations. After all properties have been designated the properties could be put on the zoning map. Paul asked with the property owners' approval could they receive a plaque. Megan said she thinks that is a great idea.

7. Open Session

- No discussion.

8. Next Meeting

- The next meeting was scheduled for Monday, May 13, 2024, at 1:00 PM.

9. Adjournment

- **Kathy Navis motioned to adjourn the meeting, Paul Brophy seconded, motion carried.**
- The meeting adjourned at 1:44 PM.

Meeting minutes completed by Madison Dietzen on April 15, 2024. Submitted for review and approval on May 13, 2024.