

**Village of Egg Harbor  
Plan Commission Meeting Notice and Agenda  
June 23, 2020 at 6:00 p.m.**

**Members of the public are encouraged to join the  
meeting  
Join Zoom Meeting on Computer or Smart Phone App  
<https://villageofegg Harbor.zoom.us/j/93718483339>  
Meeting ID: 937 1848 3339**

**Join Zoom Meeting By Phone (audio only) – recommended for poor internet connection  
1 312 626 6799  
Meeting ID: 937 1848 3339**

Joe Smith, Chair  
Kathy Navis, Commissioner  
Emily Pitchford, Commissioner  
Jon Kolb, Commissioner

Paula Cashin, Commissioner  
Lou Nyberg, Commissioner  
Jim Vander Heiden, Commissioner

1. Call Meeting to Order
  - Smith called the meeting to order at 6:00pm. Those in attendance were Joe Smith, Emily Pitchford, Jon Kolb, Paula Cashin, Lou Nyberg, and Kathy Navis.
2. Approve agenda
  - **Cashin moved to approve the agenda, seconded by Nyberg, motion carried.**
3. Pledge of Allegiance
4. Approve minutes of May 19, 2020 meeting minutes
  - **Smith moved to postpone approval the meeting minutes until next month, seconded by Nyberg, motion carried.**
5. Open Session (limited to 10 minutes)
  - Jon Kolb asked about the status of the gas station and condos, Tom Strong spoke with the designer recently and is hoping to have more information by Thursday. Smith stated there is a tentative special meeting Tuesday, June 30<sup>th</sup>.
6. Tom Starks Food Truck Application
  - Still awaiting some final approvals, has everything except for the final inspection. Stark talked with the State Health Inspector and is looking to be finished within the next week.
7. Amie Brey Conditional Use Permit Application
  - Amie is from the Ephraim area and will be buying a home in Egg Harbor, was looking to open a salon in the garage of her house. She has an established clientele, it would be only her working, her son is type 1 diabetic, so it is important to her to be home considering risks of COVID-19. She received an establishment license from the State of Wisconsin.
  - Pitchford asked about parking, Amie stated they have a large driveway with an apron and clients will be parking in the driveway, it will be one customer at a time.
  - Kolb asked about signage, Amie stated there will be no signage and she will be only promoting through word of mouth and with business cards.
  - Nyberg asked for clarification about having a business in a residential zoned area, Kalny confirmed that the zoning code allows for household occupations. The code includes people practicing their trades as an incident of the residential use. Cannot be the type of use that takes over the residential use, cannot have multiple stations or employees.
  - Cashin asked if there are any issues with having the business in a home she does not own yet.
  - Smith asked about hours of operation, Amie stated 10am-5pm. Majority of her clientele are in Sister Bay and northern Door County. Cashin asked how large her clientele is, Amie stated about 125 people over a course of 8 weeks – includes summer people. 5 or 6 people daily.
  - Kolb asked about a restroom facility, Amie stated she will be using her guest bathroom. Amie stated she is not selling retail such as hair product, it is purely services.
  - Smith stated it can be scheduled for an official public hearing at the next regular meeting.
8. James Johnson Conditional Use Permit Application
  - Smith stated the zoning permit application was filed by Johnson for a retail/coffee shop/restaurant serving coffee, popcorn, gelato, and pizza. Application outlines number of employees per shift, number of parking stalls, square footage. Lacks number of seats.
  - Pitchford asked about plumbing in the building, Smith stated he believes there was a pipe freeze one

- winter. Kolb asked if this will be year-round or seasonal, Smith stated seasonal.
  - Strong stated he talked to the building inspector, asked Johnson for more specific plans with more detail.
  - Smith stated it can be scheduled for an official hearing at the next regular meeting.
9. Leslee Perley Conditional Use Permit Application
- Leslee is purchasing 40 percent of the building there, looking to put in golf simulators for social-distanced style suites. It is a year-round business and she plans to run leagues through the winter. It will only be herself and her husband working.
  - Smith asked about incidental food, Leslee stated she would eventually like to bring hot dogs in but will need to talk to the health department first, so she is not planning on doing that right away.
  - Pitchford asked if she does not serve the food, does she still need a conditional use permit. Kalny stated it is an unclassified use and advised to treat it as a conditional use.
  - Smith stated it can be scheduled for an official public hearing at the next regular meeting.
  - Kolb asked what parking requirements would be.
  - Smith asked what sized groups, Leslee said the simulator allows for 10 but they are thinking of allowing 1 to 6. Leagues would probably be groups of 4. There will be 2 simulators in the building.
10. Windward Memorial Plaque Approval
- Smith stated the PPW Committee would like to place a memorial plaque in front of the Windward sculpture.
  - Cashin asked the size, Heise stated about 2 by 2. Strong stated it is about 18 inches by 24 inches.
  - Smith asked what type of material the plaque and mounting will be made from. Kolb asked if it could be screwed to the concrete base of the statue, could be easier for cutting lawn. Cashin thought it would take away from the art.
  - Heise stated this recommendation will be for the permanent location. Smith stated the Plan Commission is recommending that the PPW Committee ensures that the mounting is of similar material and color to the existing park benches in the area. The actual sign itself should be made of highly durable material and at an easy reading height. Heise will report back to PPW.
  - Smith will report back to the Trustees.
11. Beach Addition Land Purchase review
- Smith stated with the Alpine Property being for sale, the Village Board has been interested in purchase. Plan Commission will discuss if it fits in with the comprehensive plan and goals.
  - Heise stated the existing wastewater lift station in Egg Harbor is in the middle of the beach and at about max capacity. A consideration would be to move the lift station from the beach and into the bluff on the Alpine property, allows to increase capacity with a larger tank and would allow for parking on top, would also remove the existing lift station from line of sight at the beach.
  - Smith asked if part of the plan is to extend public access as well. Heise stated there are four options: improve the breakwater, expand the beach, additional parking, potential trailhead for the multiuse trail.
  - Cashin was all for it. Kolb asked about a cost, Heise stated that has been discussed in closed session because it is a negotiation and is not able to be discussed publicly. One of the contingencies is the application for a grant that will cover half the costs. Kolb asked about if the stone wall can be retained for history, Heise confirmed and stated something similar was done at the beach project.
  - Sophie Parr stated the comprehensive plan received a lot of support from the community for the Village's involvement in preserving the Alpine property. The purchase of the Alpine property supports many comprehensive plan goals.
  - Nyberg stated concern of the increased popularity of the improved beach has brought in more traffic, and if another beach expansion will bring more traffic or more issues.
  - Kolb asked if there is the possibility to purchase a larger chunk of the property. Smith asked how the area was determined. Heise stated if he remembers correctly it was to include the break wall, as well as balancing the trustee's fiduciary responsibility with spending too much money. Kolb stated that down the road, there is only so much shore frontage and if there is an opportunity the Village should make the most out of it. Heise stated the trustees have positioned themselves as being a willing partner with the Alpine development.
  - The commissioners agreed that the purchase is a good fit with the comprehensive plan, retaining as much landscape architecture as possible.
12. Condo Plat Approval
- Kalny stated limited authority of the Plan Commission for Condo Plat Approvals includes: the impact of additional population density, possibility of utility and sewer, will it make additional demands on parks, additional traffic.
  - William Woodward stated he and a friend have been looking for property in Egg Harbor for their families to jointly use, the property on Glenwood is unique because the pavement ends at the

driveway. It was originally 2 lots that was combined many years ago. There is a boathouse located right in the middle of the property line. Originally contracted for a CSM, the problem was the boathouse had to meet the setback requirements even though it will be jointly used. The surveyor recommended that they use a condominium. Went into detail on the history of the property and how they plan to move forward.

- Cashin asked if this will be two single family dwellings on the condominium property. Woodward stated there is currently a single-family home with a small guest house, if the existing building were torn down the existing they would have to use the same footprint or current setback requirements.
- Kalny stated there is a setback issue that was addressed by the CSM having to do with a waterfront setback, the other issue could be what future use there could be for Glenwood Road.
- Woodward stated if the Village wanted to vacate the balance of Glenwood from where it is paved right now, he would not object. He offered to make the application.
- Sophie Parr stated the waterfront setback is listed at 50 feet; the Egg Harbor code requires 75 feet but could be reduced to 50 feet based on the average of the adjacent structures.
- Pitchford asked if it meets all the zoning ordinances, Sophie confirmed.
- **Smith moved to recommend approval of the Condo Plat to the Board of Trustees, seconded by Cashin, motion carried.**

13. Building and zoning report

- Heise stated nothing to report at the moment, the report will get back up and running with the addition of Tom Strong to Village Staff. Strong stated there are 3 people asking for information about building a shed and garage, but nothing official yet.

14. Code Violations

- Heise stated there was one code violation on West Shore due to too many recreational vehicles. Letter will be going out and the property was visited last week.

15. Open Session (limited to 10 minutes)

- Kolb asked if the County has a dog catcher. Smith stated there is an animal control officer. Kolb stated he is retrieved the same dog 3 dogs and is wondering who he can contact. Heise advised to call the Village Office and staff will get the Animal Control Officer sent out.
- Strong asked if the meeting for next Tuesday does not follow through due to lack of information, when would the next possible date be, Smith stated if information is not in by the 30<sup>th</sup> then the next soonest date would be July 14<sup>th</sup>.
- Kolb asked about time for the meeting on June 30<sup>th</sup>, it will be at 4:00pm in-person at the Kress Pavilion.
- VanLaanen stated she has been looking into some of the ordinances in connection to dogs and animals, stated our ordinances are very archaic and would ask to be addressed at a later date.
- Navis wanted to confirm what would be on the Agenda for the June 30<sup>th</sup> meeting, Smith stated it would just be the first hearing for the Residences and hopefully Tom Stark's food truck.

16. Next Meeting

- 4:00pm on June 30<sup>th</sup> at the Kress Pavilion or Bertschinger Center, commissioners will be present in-person and the gallery can be present via Zoom. If the meeting falls through it will be held on July 14<sup>th</sup>.

17. Adjourn

- **Navis moved to adjourn meeting, seconded by Nyberg. Motion carried.**