

# VILLAGE OF EPHRAIM

FOUNDED 1853



## PLAN COMMITTEE MEETING AGENDA

Tuesday, September 24, 2024 – 7:00 p.m.

Village Hall - 9996 Water Street

NOTE: This Meeting will be simultaneously held via teleconferencing. Staff, committee members, and the public are welcome to participate in this manner. Teleconferencing will be available by computer, phone, tablet, or dial-in. Connection information below:

1. Call to Order
2. Quorum
3. Approval of previous minutes
4. Changes in Agenda
5. Visitors' Comments
6. Michael Larsen – 2951 Valentine Ln – Conditional Use – Additional Acc. Structure
7. Lisa Forsman – 2940 Wilder Ln – Concept Review – Greenhouse
8. Roy Harsch – 9931 Water St – Concept Review – PW footprint modification
9. New business for next meeting/next meeting date
10. Adjournment

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/196442069>

**You can also dial in using your phone.**

**Access Code: 196-442-069**

**United States: [+1 \(571\) 317-3122](tel:+15713173122)**

*A quorum of the Village Board will be present at the meeting. It is possible that a quorum of the Village Historic Preservation Committee or other Village Committees may be present at the meeting. However, no action will be taken by the Board or any other committee unless specifically noticed.*

	<b>Date: <u>9/20/2024</u></b>
<b>Andrea Collak, Clerk</b>	<b><u>X</u> Village Administrative Office</b>
	<b><u>X</u> Visitors' Center</b>
	<b><u>X</u> Post Office</b>
<b>Kim Roberts, Deputy Clerk</b>	<b><u>X</u> Website <a href="http://www.ephraim-wisconsin.com">www.ephraim-wisconsin.com</a></b>
	<b><u>X</u> Emailed to WDOR Radio</b>
	<b><u>X</u> Emailed to Peninsula Pulse</b>

Administrative Office 10005 Norway Road

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Fax: (920) 854-2072

PO Box 138

Ephraim WI 54211

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**VILLAGE OF EPHRAIM  
PLAN COMMITTEE MEETING MINUTES  
TUESDAY, AUGUST 27, 2024 - 7:00 PM  
9996 WATER STREET**



**Action Items:**

**Thorp moved, Held seconded to approve the minutes of the Plan Committee Ordinance Working Session on Tuesday, July 23, 2024 meeting as presented, all ayes. Motion carried.**

**Thorp moved, Held seconded to approve the minutes of the Plan Committee Meeting on Tuesday, July 23, 2024 meeting as presented, all ayes. Motion carried.**

**Thorp moved, Bartelt seconded to approve the conditional use accessory structure larger than one thousand square feet (1,000 ft<sup>2</sup>) and the special exception for an accessory structure taller than fifteen feet (15') application for Dan Schwefel at 2961 German Road as presented. Roll call vote: Bartelt – aye, Held – nay, McClean – nay, Thorp – nay, Samson – nay, and McCutcheon – nay. Motion failed 5-1.**

**Bartelt moved, Thorp seconded to approve the conditional use application for an accessory structure sited in front of the principal structure for Tony Conrad at 9792 Norwegian Wood Drive, all ayes. Motion carried.**

**Bartelt moved, Held seconded to approve the new single-family residence from Scott and Julie Barnes at 2854 Shannon Square, all ayes. Motion carried.**

**Thorp moved, Samson seconded to recommend approval of the Mobile Food Establishment application for Daniel Smrz at 10404 Water Street as presented to the Village Board, all ayes. Motion carried.**

*McCutcheon asked for a consensus from the committee that they were in favor of the concept as presented by David Hatch – Townline Road – 121-01-12312744K1. Bartelt – aye, Held – aye, McClean – aye, Thorp – aye, Samson – aye, and McCutcheon – aye. The committee members present affirmed a favorable consensus.*

**Thorp moved, Bartelt seconded to approve the land disturbance parking area application for John Wiley at 10223 Water Street as presented, all ayes. Motion carried.**

*McCutcheon asked for a consensus from the committee to change the word “streetscape” to “street” for section §17.20(5)(b)(2). Bartelt – aye, Held – aye, McClean – aye, Thorp – aye, Samson – aye, and McCutcheon – aye. The committee members present affirmed a favorable consensus of the word change.*

**Samson moved, McClean seconded to adjourn at 8:39 PM, all ayes. Motion carried.**

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**Present:** Andy Bartelt, Grace Held, Monique McClean, Susie Samson, BD Thorp, and Dr. Michael McCutcheon -Chair.

**Absent:** Ken Nelson.

**Staff:** Brent Bristol - Village Administrator.

**Guests in person:** Dan Schwefel, Scott Barnes, Daniel Smrz, Tracy Yttri Opper, David Hatch, and John Balistreri.

**Guests online:** Michael Larson, “K”, and Lane Methner (EBC).

**1. Call to Order:** McCutcheon called the Plan Committee meeting to order at 7:00 PM.

**2. Quorum:** A quorum of the Plan Committee was established.

**3. Approval of the previous minutes:**

**Thorp moved, Held seconded to approve the minutes of the Plan Committee Ordinance Working Session on Tuesday, July 23, 2024 meeting as presented, all ayes. Motion carried.**

**Thorp moved, Held seconded to approve the minutes of the Plan Committee Meeting on Tuesday, July 23, 2024 meeting as presented, all ayes. Motion carried.**

4. **Changes in agenda:** There were no changes.
5. **Visitors' Comments:** There were no comments.
6. **Dan Schwefel – 2961 German Road – Conditional Use – Accessory Structure larger than 1,000 square feet – Special Exception – Accessory Structure taller than 15’:**

Bristol explained that Schwefel had been before the committee in July with a conditional use and a special exception application which resulted in concerns over the height and the dimensions of the proposed accessory structure. The committee gave the applicant items to work on with the intent he would come back to the committee. Schwefel has submitted new drawings. The applicant will speak to the amendments made to the plans. Bristol confirmed that the application was posted as a new hearing. A text message, submitted as written correspondence, from Scott Lohman was read into the record. “Good evening, I will not be at the meeting tonight but if anyone asks, I do not have an issue with the garage addition at my neighbor's. Thanks, Scott.”

Schwefel noted that he has provided improved plans that the committee had asked for better ones last month. He was under the impression that the committee did not like the structure's size, which he redrew to make it as small as possible and still fulfill his needs. He asked that the committee approve his addition.

A discussion was held regarding the Schwefel request for conditional use for an accessory structure larger than one thousand square feet (1,000 ft<sup>2</sup>) and a special exception for an accessory structure taller than fifteen feet (15’). McCutcheon noted that the new square footage of the addition is eight hundred and forty square feet (840 ft<sup>2</sup>). Schwefel confirmed. McCutcheon asked for the size of the existing structure that the addition would be physically attached to. Schwefel noted it was seven hundred and twenty square feet (720 ft<sup>2</sup>). McCutcheon explained that the total for the existing and proposed structure would be one thousand five hundred sixty square feet (1560 ft<sup>2</sup>). Schwefel confirmed. McCutcheon inquired about the height. Schwefel noted the height would be the same as the existing building, twenty-one feet (21’). Schwefel added that they have a boat that will not fit in the current garage which is the reason for the addition. Due to the lack of slip space, he needs to take his boat in and out each time he uses it which requires a place to store it. He added that he wanted the addition to be the same height as the existing garage so it does not look like an addition; it should look like it has always been there. He intends to make the garage something both he and the Village could be proud of similar to the work that has been completed to the property since the purchase ten (10) years ago. Thorp inquired about the stairs. Schwefel explained that they would be moved to the rear of the garage. The current stairs would be replaced with the addition. He confirmed that there would be no running water to the loft of the garage, nor any occupancy. Thorp felt that the reduction of one hundred and forty square feet (140 ft<sup>2</sup>) or less than 10% was not much of a reduction. He felt that the size of the structure would make it stand out as people are walking or driving German Road. Schwefel asked Thorp if he could see his current garage from the road. Thorp explained that he could see the top of it even with the berm in front of the property. Thorp noted that the proposed addition was massive for the zoning area.

Further discussion was held regarding boat storage needs not being a unique problem to property owners within the Village, the convenience of storing a boat on a property, and the concern over the committee allowing this size of an addition solely for boat storage and that the committee would face this request repeatedly in the future. Bartelt asked if, in theory, it would be possible to build an additional structure, not attached to the current garage. Bristol confirmed it would be a conditional use for an additional accessory structure. It would be a different application but the same process. It is theoretically possible upon looking at impervious surface, setbacks, lot coverage, and topography. Schwefel noted that there is a place for another building but it is much closer to the road so he did not approach that idea. Held added that she thought that when the plans were brought back, they would be smaller. She asked the applicant

if there was any way that it could be made even smaller. Schwefel explained he reduced as much as he could so that it would still work for his needs and still work for the committee.

**Thorp moved, Bartelt seconded to approve the conditional use accessory structure larger than one thousand square feet (1,000 ft<sup>2</sup>) and the special exception for an accessory structure taller than fifteen feet (15') application for Dan Schwefel at 2961 German Road as presented. Roll call vote: Bartelt – aye, Held – nay, McClean – nay, Thorp – nay, Samson – nay, and McCutcheon – nay. Motion failed 5-1.**

**7. Tony Conrad – 9792 Norwegian Wood Drive – Conditional Use – Accessory Structure sited in front of principal structure:**

Bristol noted that the residence was approved by the Plan Committee a few months ago. He explained that he disclosed at the outset of that discussion that there had not been time due to the Accessory Structure Garage being sited in front of the principal structure to get a conditional use hearing posted. The Conrad's are back before the committee to obtain approval for the conditional use to site the garage in front of the residence. He noted that there was a slight change in the color choices. The siding is a dark grey LP Smart Siding along with a darker asphalt shingle roof, which is in the grey and black family that was approved. No correspondence was received for this application.

**Bartelt moved, Thorp seconded to approve the conditional use application for an accessory structure sited in front of the principal structure for Tony Conrad at 9792 Norwegian Wood Drive, all ayes. Motion carried.**

**8. Scott Barnes – 2854 Shannon Square – New Single Family Residence (replacement of structure lost in a fire):**

Bristol noted that this was a unique situation. This application is for what is referred to as the “yellow house” which burned down and seeks to replace that use. It is being constructed on the same footprint and is compliant. Bristol noted there were no issues from a dimensional standpoint with the use of the same foundation, in the same location. There is a small reduction in square footage with the removal of a garage apartment and breezeway with more square footage on the second floor.

Barnes explained that they would like to do a two (2) tone vinyl siding with white trim. He showed a sample of the dark shingle they would like to roof the building with. Van's Lumber will be building the project in the hope that it will be completed in April 2025. The goal will be to obtain an occupancy permit in April so that the temporary housing does not need to be used in 2025. Clarification was provided that by taking out the garage apartment the property would be classified as a single-family residence.

**Bartelt moved, Held seconded to approve the new single-family residence from Scott and Julie Barnes at 2854 Shannon Square, all ayes. Motion carried.**

**9. Daniel Smrz – 10404 Water Street – Mobile Food Establishment:**

Bristol explained that the committee had worked for a long time on a Mobile Food Ordinance and this was the first application for a Mobile Food Establishment Permit. Smrz has been in contact with the office for at least two (2) years waiting for the ability to proceed with a food truck in Ephraim. He noted that the application will go before the Plan Committee and Village Board for approval. Bristol noted that Smrz was in the office today to provide supplementary information to the business narrative and the site plan. He noted that the food truck would be three hundred and ten feet (310') from the nearest brick-and-mortar restaurant with the ordinance requiring two hundred feet (200').

A discussion was held regarding the Mobile Food Establishment license for Daniel Smrz. Held noted that the application states that garbage and wastewater will be taken back to the commercial base. Smrz confirmed garbage and wastewater disposal at his commercial base in Baileys Harbor. Held asked if the links would be cooked in the food truck and inquired about the resulting cooking smell. Smrz stated his food license from the State of Wisconsin is for a simple kitchen. He is not cooking, there is no fryer or

open flame. There will be two (2) steam tables and a bun warmer; there only will be steaming of hot dogs. There will not be much odor and stressed that he had proper ventilation on the top of the trailer. Samson felt that there would be a nice aroma. She had no issue with the application. Bristol noted that the owner of the property was present and provided a letter granting permission to use the lot for the food truck.

**Thorp moved, Samson seconded to recommend approval of the Mobile Food Establishment application for Daniel Smrz at 10404 Water Street as presented to the Village Board, all ayes.**  
Motion carried.

**10. John Wiley – 10223 Water Street – Land Disturbance – Parking Area:**

Bristol explained that Wiley had been before the Plan Committee and Board of Appeals in the last two (2) years for the project at 10223 Water Street. A progression to this work is the need for an additional parking area since the lot is so sloped. While the area that they have selected for the parking area is sloped, it will not require retaining walls. They are seeking to use the existing grade.

**Thorp moved, Bartelt seconded to approve the land disturbance parking area application for John Wiley at 10223 Water Street as presented.**

Bartelt asked if the location was selected for grade and winter driving.

Bristol agreed. It was selected for grade and less tree removal than other areas.

McCutcheon called the question.

**All ayes.** Motion carried.

**11. David Hatch – Townline Road – 121-01-12312744K1- Concept Review - Duplex:**

Bristol explained that Hatch was before the committee several months ago for a rezoning request to go to commercial zoning and also for a concept review for a commercial building and a duplex that he is looking to build. As both the committee and Hatch are aware, the Village is still in the process of looking at the multi-family ordinance. Currently, no zoning code permits a duplex. On the assumption that the vehicle within the zoning code will once again exist, Hatch desires to keep moving forward design-wise so that if and when the zoning code exists, he has something to move forward with. At the previous meeting, he was given some direction and has come back to provide new drawings that reflect the new concept.

A discussion was held regarding the Hatch concept review for a duplex. Hatch noted that the last time he was before the committee the roofline was displeasing so it has been changed and an open deck has been added to the plans. It is a couple of square feet larger because of the deck. Held asked if the Architectural Design Plan photo would be similar to what he is looking to build. Hatch replied that it was a really good representation of the concept. The dimensions might be a little bit wider but not much at all. Bartelt asked for an explanation of the open deck concept. Hatch explained that “open” meant there would be no sides to it. Bartelt stated he liked the roof line on the garage; it makes a huge difference. He noted that he was favorable toward what Hatch presented. Thorp asked if the roof over the deck made it an accessory structure. Bristol stated that as drawn, it is attached to the house. So, it would be part of the principal structure. Thorp asked what direction the front elevation was facing. Hatch stated East. Thorp clarified that with concept review the committee is allowed to provide recommendations. Once the plan has been submitted for approval, after an ordinance is created, the committee has to review the application as it is presented. He suggested the possibility of another concept review once the ordinance has been created. Hatch asked that the ordinance be put on the upcoming agenda.

*McCutcheon asked for a consensus from the committee that they were in favor of the concept as presented by David Hatch – Townline Road – 121-01-12312744K1. Bartelt – aye, Held – aye, McClean – aye, Thorp – aye, Samson – aye, and McCutcheon – aye. The committee members present affirmed a*

*favorable consensus.*

Bristol clarified there is no use mechanism to build a duplex currently. The next step is to create an ordinance.

#### **12. John Balistreri – 9727 Maple Grove Road – Concept Review:**

Bristol discussed the relationship between the Plan Committee and the Board of Appeals. He noted the growing desire of the Plan Committee to have a voice in the process with applicants before they go to the Board of Appeals. Based on Balistreri's concerns and the problem he is trying to solve, he did not know what other mechanism for the Plan Committee other than changing the ordinance and if there was interest in doing so. When it comes to Balistreri's presentation on what he is looking to do and why, the committee must consider that any addition to a structure is subject to current setbacks. Setbacks are measured from permanent fixtures. When you look at the survey, which is a historic property, and looking at the Maple Grove right-of-way it is pinching off two (2) corners of the existing cottages on the property. As far as setback compliance, there is nothing he can do other than maintain the structure without needing a variance. Bristol stressed that he was not certain what role the Plan Committee could take in this situation but Balistreri is in the early discussion of what he can do to remedy his issue with his property.

Balistreri noted that he has been here for forty (40) years and has put his heart and soul into the property which was built in 1906. He explained that he is looking for a solution to keep water off of people's heads as they enter and exit the building. He stated the stoop already extends from the building and the peak will only be the same size as the stoop. He noted he has a maintenance issue with the stone stoop and it requires repeat tuckpointing due to the amount of water landing on it in addition to the rot damage to the front door from excessive moisture. He also explained that there are no handles or railings to assist people into the building which is a safety issue. The request corrects the safety issue with the addition of a railing as well as addressing keeping the water off the front of the building as well as people's heads with a rain and snow shed.

A discussion was held regarding the Balistreri concept review. Bristol explained that there are two (2) pieces to discuss. There is a building maintenance issue with rot and a safety issue due to the lack of a railing. He noted that there is a mechanism to grant some relief for the safety railing for handicap accessibility. The covered entry is a separate issue. Bristol explained that short of the Board of Appeals, he did not see a mechanism to move forward. Balistreri was game to bring it before the Plan Committee to discuss it before it goes to the Board of Appeals. Balistreri noted that the stoop was grandfathered in and the covered entry would not stick out any further.

Further discussion was held regarding adopting ordinance language for unusual circumstances in terms of safety and building preservation. Bartelt inquired if the Plan Committee could make a favorable recommendation to the Board of Appeals to make the Balistreri case stronger. Bristol said potentially if the recommendation could be tied into the three (3) criteria that the Board of Appeals is looking at that ultimately relate to the intent of the ordinance they are trying to vary. McCutcheon felt that the subject belonged at the next working meeting.

Balistreri was to proceed with contacting Bristol for paperwork to apply for a variance with the Board of Appeals.

#### **13. Michael Larsen – 2951 Valentine Lane – Concept Review – Accessory Structure:**

Bristol explained that Michael Larsen was one of the three (3) variance hearings at the August 22, 2024 Board of Appeals meeting. Two (2) applications on the Board of Appeals agenda were seeking after-the-fact variances for structures that were partially constructed without permits. Larsen spoke about how they arrived at this situation chronologically in his application. The Board of Appeals request for a variance was denied. In follow up to that meeting, there is a need for a conditional use for an accessory structure. The property owner would like to have a concept discussion.

Michael Larsen discussed that two (2) years ago the family decided to raise chickens and began with a temporary, pre-constructed coop. At the time they checked with the Village to verify they could have chickens without any issue. They quickly realized they needed to have something to fence in the run area. There was an evolution to the structure as they learned to keep the chickens contained and safe. When they lost the entire first group of chickens to raccoons, they replaced the chickens and restructured the coop. Since the process started without needing any permitting it did not occur to Larsen that permits would be needed for the evolution of the coop. When they were informed of their error, they stopped working on the coop and began working on rectifying the situation. He stressed that he was here this evening to figure out what he could do to fix the structure to make it both compliant and functional for them and their chickens. He suggested narrowing the structure by four and a half feet (4.5') so that the entire structure fits within the side setback but leaving the roof overhang as it currently is. He asked if the placement and structure would be considered by the committee explaining the design of the coop was intended to mimic a shed that is already on the property.

Bristol spoke to the overhang mockup. The Village does measure from all projections of structures, the roof overhead would also need to meet setbacks. He further explained that Larsen was attempting to take the suggestion of the Board of Appeals and shrink the coop to meet setbacks. For this concept discussion, the roof overhang would have to be pulled back as well. Assuming setbacks are met for discussion purposes, it is an additional accessory structure. From an application standpoint, we would need site drawings and plans, and then it would come before the Plan Committee as a conditional use to build an additional accessory structure on the property.

A discussion was held regarding the Larsen accessory structure. Thorp asked if the proposed coop would cut down on the number of chickens they have. Larsen stated that it gives the number of birds they currently have plenty of space. Larsen felt he could cut off the overhang, add supports to meet the roof, and leave the height, that is compliant. He felt that he needed a few inches of overhang for proper drainage of water, which he felt he had enough room to do.

Larsen is to proceed with applying for a conditional use to build an accessory structure on the property with the input discussed.

#### **14. Discussion and consideration regarding amendments to the PW Ordinance:**

Bristol explained that the word “streetscape” came up when the ordinance was being set for a public hearing with the Village Board. Tim Nelson requested what the definition of streetscape was and that the Plan Committee give consideration to that. Bristol read into the record the existing language in 5(b)(2), “Visual impact from the streetscape is to be minimized on all projects occurring in the PW District.”

Bartelt suggested making it simpler by saying, “from the street”.

A discussion was held regarding defining “Streetscape” or changing the word “streetscape” to “street”.

*McCutcheon asked for a consensus from the committee to change the word “streetscape” to “street” for section §17.20(5)(b)(2). Bartelt – aye, Held – aye, McClean – aye, Thorp – aye, Samson – aye, and McCutcheon – aye. The committee members present affirmed a favorable consensus of the word change.*

#### **15. New business for the next meeting:**

- a. Accessory Structures for the working session.

#### **16. Adjournment:**

**Samson moved, McClean seconded to adjourn at 8:39 PM, all ayes. Motion carried.**

Recorded by, Kim Roberts -Deputy Clerk

# VILLAGE OF EPHRAIM

FOUNDED 1853



## Conditional Use – Additional Accessory Structure

Michael Larsen - 2951 Valentine Ln

Tuesday – September 24, 2024, 7:00 p.m.

Ephraim Village Hall – 9996 Water St.

**NOTE: This Meeting will be simultaneously held via teleconferencing. Staff, committee members and the public are welcome to participate in this manner. Teleconferencing will be available by computer, phone, tablet, or dial in. Connection information below:**

At the regularly scheduled meeting of the Ephraim Plan committee on Tuesday, September 24, 2024 at 7:00 p.m., the committee will consider a conditional use request from Michael Larsen relating to the construction of an additional accessory structure.

Notice is being sent to all Ephraim property owners and neighboring municipalities within 300'. Comments may be made in person at the meeting or in writing to be received no later than 3:00 p.m. on Tuesday, September 24, 2024. Written comments via email at [bbristol@ephrain.wi.gov](mailto:bbristol@ephrain.wi.gov) will also be accepted. All written comments must include name and address of commenting residents.

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/196442069>

**You can also dial in using your phone.**

**Access Code: 196-442-069**

**United States: [+1 \(571\) 317-3122](tel:+15713173122)**

	<b>Date: <u>9/13/2024</u></b>
<hr/> <b>Andrea Collak, Clerk</b>	<input checked="" type="checkbox"/> Village Administrative Office
	<input checked="" type="checkbox"/> Visitors' Center
	<input checked="" type="checkbox"/> Post Office
<hr/> <b>Kim Roberts, Deputy Clerk</b>	<input checked="" type="checkbox"/> Website <a href="http://www.ephrain-wisconsin.com">www.ephrain-wisconsin.com</a>
	<input checked="" type="checkbox"/> Emailed to WDOR Radio
	<input checked="" type="checkbox"/> Emailed to Peninsula Pulse



**CONDITIONAL USE PERMIT APPLICATION**

**Conditional Use Fee - \$125.00**

2951 Valentine Lane Ephraim, WI 54211

I. Location (number and street) \_\_\_\_\_  
N S E W side of \_\_\_\_\_  
N S E W side of \_\_\_\_\_

II. Present use: Single Family Residence

III. Ownership:  private (individual, corporate, non-profit, etc.)  
 public

IV. Proposed use of site or structure:  
Chicken Coop and run enclosure

V. Use or Structure requiring the conditional use:  
Chicken Coop and run enclosure

VI. Plans needed (checked items only):  
 A. Types and dimensions of structures, existing and proposed  
 B. A site plan, drawn to scale, showing dimensions of the site, setbacks and dimensions of all existing and proposed structures and their relationship to property lines, roads, rights-of-way, existing and proposed wells and sanitary waste systems, and (if applicable) ordinary high water mark of navigable waters  
 C. Building plans including all floor plans and all elevations.  
 D. Documentation of safe and adequate water supply and disposal of sewage.  
 E. A parking plan

\_\_\_\_\_ F. Application fee

Name of property owner: Larsen Family Trust

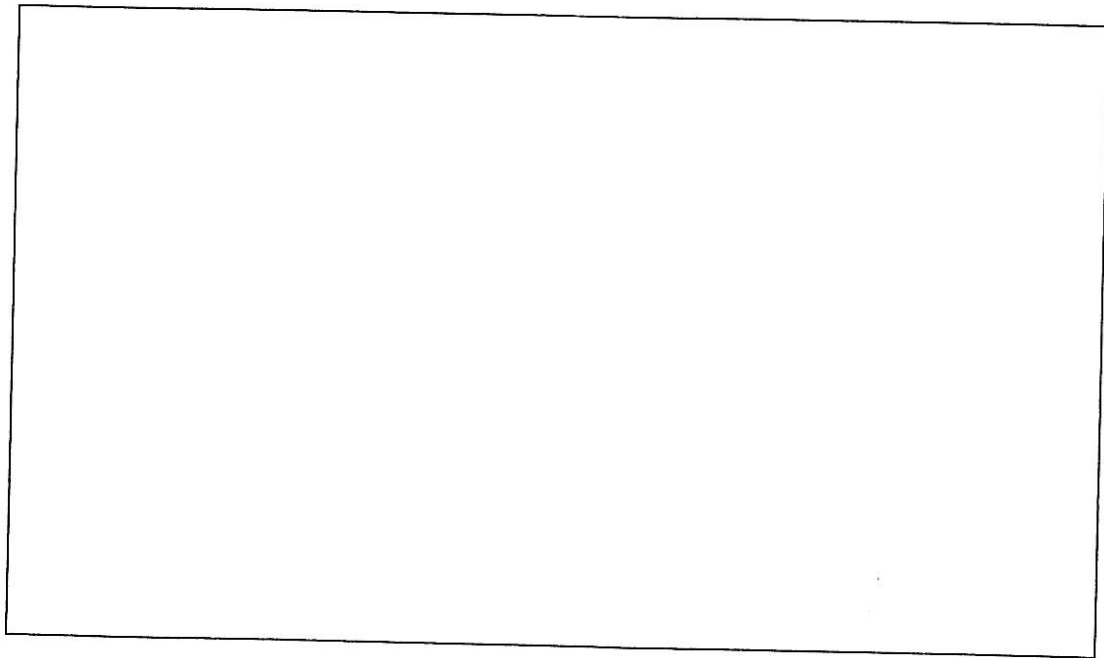
Address of property owner: 2951 Valentine Lane Ephraim, WI 54211

Local address/contact: 2951 Valentine Lane Ephraim, WI 54211

Phone: (818)223-1069 & (920)205-3730

Signature \_\_\_\_\_

Application Date: 09/13/2024



**VILLAGE OF EPHRAIM  
ACCESSORY STRUCTURES PERMIT APPLICATION**

All Structures Must Adhere To All Village of Ephraim Ordinances

**OWNER /PROPERTY INFORMATION**

Property Owner: Michael & Britteny Larsen

Tax Parcel # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Phone # (920 ) 205 - 3730

Location of project: 2951 Valentine Lane Historic District ?  Yes  No

Contractor/Contact: Owner Builder - Mike Larsen Phone: ( 818 ) 223 - 1069

**Type of Structure:**

Storage Shed     Fence -  Solid  See Through     Deck/Patio    Other Chicken Coop

Use of Structure: Raising Chickens for Eggs

**Type of Material:**     Wood     Cement/Brick     Combination

Fabricated Material     Stone     Metal     Other please Specify \_\_\_\_\_

Repair/Replacement     Yes     No

Height of Structure: \_\_\_\_\_ Foot \_\_\_\_\_ Inches    Location on Property Near East property line, between shed and patio / house

Cost of Materials and Labor \$ 2,500.00

**INCLUDE WITH THIS APPLICATION**

Building plans, including all elevations, floor plans.

**Brief description of construction:** 2x4 and plywood with plastic roofing and chicken wire. Replaced previous chicken run and coop structure that was too short and vulnerable to predator attacks. Our 3 sons raise the chickens, but their first 8 were killed by predators

Site plan showing lot dimensions, setbacks from all lot lines for proposed structure.

Diagram of completed structure

Color Sample of completed structure

**Note:** Application and materials must be in the Village Offices one week prior to Plan Committee meeting date to allow for proper processing and notification on Committee members. Construction may not begin prior to approval and permit issuance.

**Required Signature:** The owner of this property and the contractor agree to conform to all applicable laws of the State of Wisconsin and the Village of Ephraim. Failure to do so may result in increased permit fees or complete removal of non approved structure.

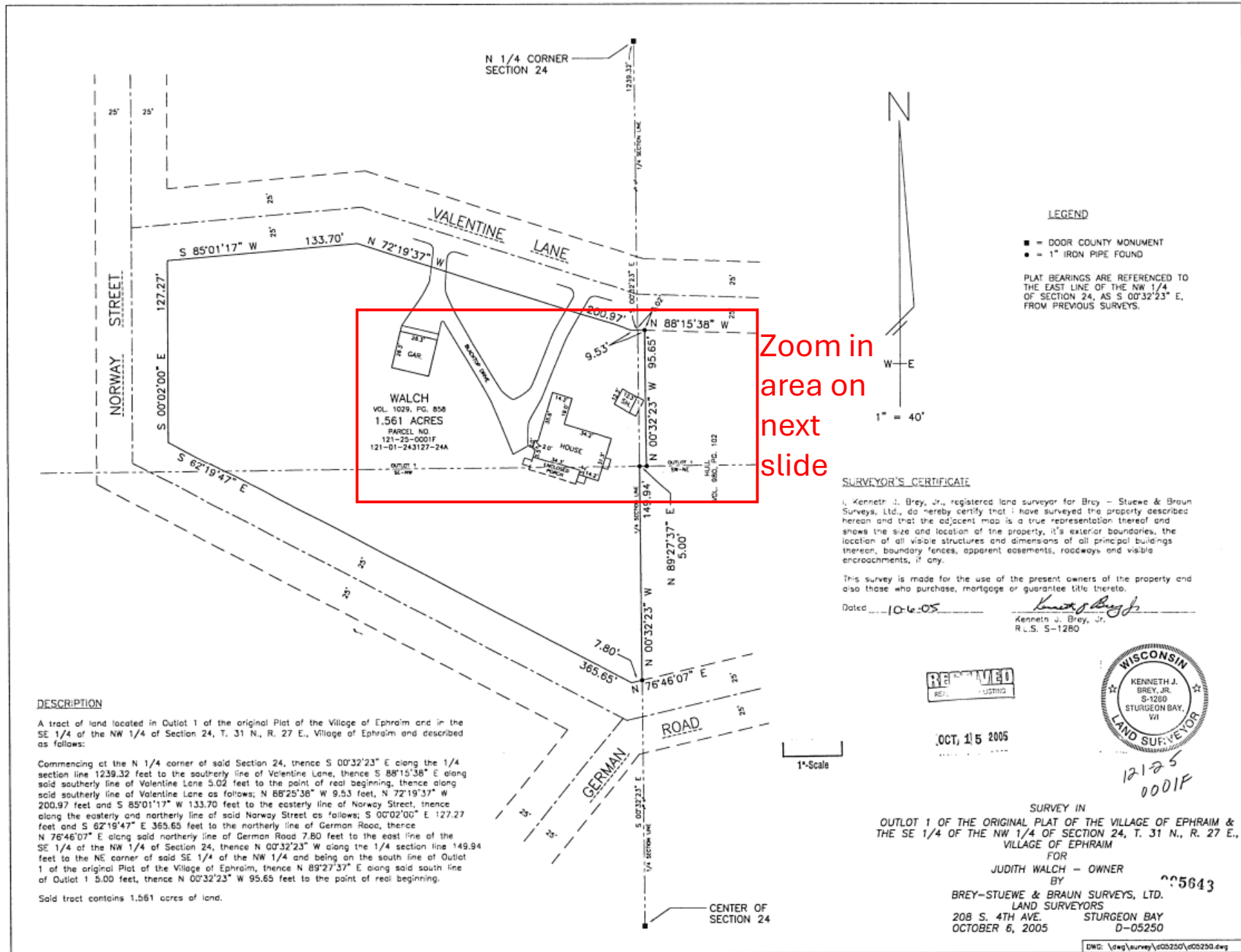
Signature of Applicant: \_\_\_\_\_ Application Date: 8/5/2024

Print Name: Michael S. Larsen

Approved     Yes     No    **FOR OFFICE USE ONLY**    Permit # \_\_\_\_\_

Permit Fee: \$ \_\_\_\_\_    Date Permit Issued \_\_\_\_\_

Zoning Administrator Signature: \_\_\_\_\_



**LEGEND**

- = DOOR COUNTY MONUMENT
- = 1" IRON PIPE FOUND

PLAT BEARINGS ARE REFERENCED TO THE EAST LINE OF THE NW 1/4 OF SECTION 24, AS S 00°32'23" E, FROM PREVIOUS SURVEYS.



Zoom in area on next slide

**SURVEYOR'S CERTIFICATE**

I, Kenneth J. Brey, Jr., registered land surveyor for Brey - Stuewe & Braun Surveys, Ltd., do hereby certify that I have surveyed the property described herein and that the adjacent map is a true representation thereof and shows the size and location of the property, its exterior boundaries, the location of all visible structures and dimensions of all principal buildings thereon, boundary fences, apparent easements, roadways and visible encroachments, if any.

This survey is made for the use of the present owners of the property and also those who purchase, mortgage or guarantee title thereto.

Dated 10-06-05  
*Kenneth J. Brey, Jr.*  
 Kenneth J. Brey, Jr.  
 R.L.S. S-1280



OCT 15 2005



12125  
0001F

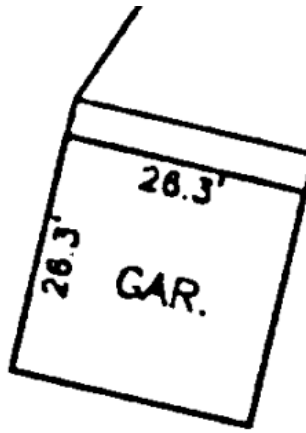
SURVEY IN  
 OUTLOT 1 OF THE ORIGINAL PLAT OF THE VILLAGE OF EPHRAIM & THE SE 1/4 OF THE NW 1/4 OF SECTION 24, T. 31 N., R. 27 E., VILLAGE OF EPHRAIM  
 FOR  
 JUDITH WALCH - OWNER  
 BY  
 BREY-STUEWE & BRAUN SURVEYS, LTD.  
 LAND SURVEYORS  
 208 S. 4TH AVE. STURGEON BAY D-05250  
 OCTOBER 6, 2005

**DESCRIPTION**

A tract of land located in Outlot 1 of the original Plat of the Village of Ephraim and in the SE 1/4 of the NW 1/4 of Section 24, T. 31 N., R. 27 E., Village of Ephraim and described as follows:

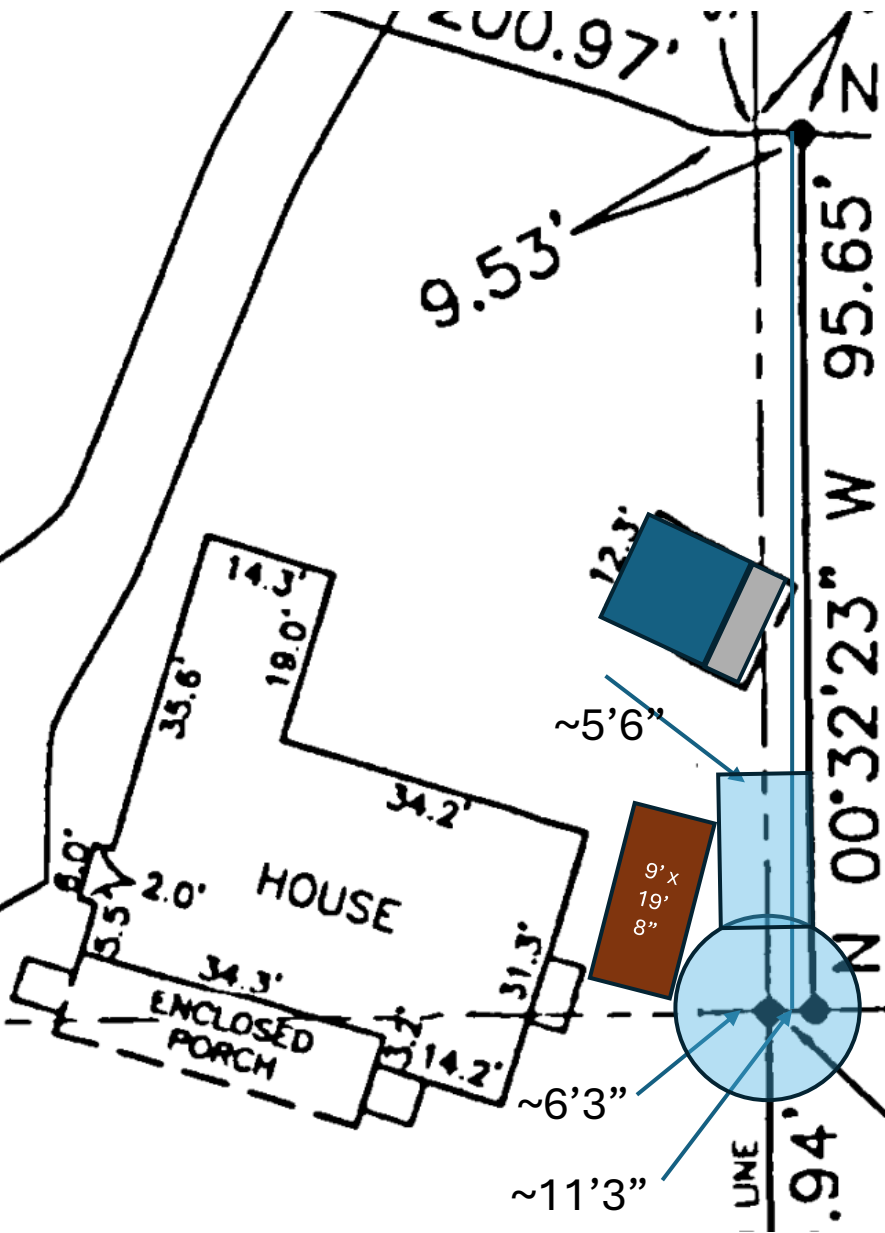
Commencing at the N 1/4 corner of said Section 24, thence S 00°32'23" E along the 1/4 section line 1239.32 feet to the southerly line of Valentine Lane, thence S 88°15'38" E along said southerly line of Valentine Lane 5.02 feet to the point of real beginning, thence along said southerly line of Valentine Lane as follows; N 88°25'38" W 9.53 feet, N 72°19'37" W 200.97 feet and S 85°01'17" W 133.70 feet to the easterly line of Norway Street, thence along the easterly and northerly line of said Norway Street as follows; S 00°02'00" E 127.27 feet and S 82°19'47" E 365.65 feet to the northerly line of German Road, thence N 76°46'07" E along said northerly line of German Road 7.80 feet to the east line of the SE 1/4 of the NW 1/4 of Section 24, thence N 00°32'23" W along the 1/4 section line 149.94 feet to the NE corner of said SE 1/4 of the NW 1/4 and being on the south line of Outlot 1 of the original Plat of the Village of Ephraim, thence N 89°27'37" E along said south line of Outlot 1 5.00 feet, thence N 00°32'23" W 95.65 feet to the point of real beginning.

Said tract contains 1.561 acres of land.



BLACKTOP DRIVE

**WALCH**  
 VOL. 1029, PG. 858  
 1.561 ACRES  
 PARCEL NO.  
 121-25-0001F  
 121-01-243127-24A



N 88°15'38" W 25

N 00°32'23" W 95.65'

OUTLOT 1  
SE-NW

OUTLOT 1  
SW-NE

HULL  
 VOL. 980, PG. 102

Structure as it is now



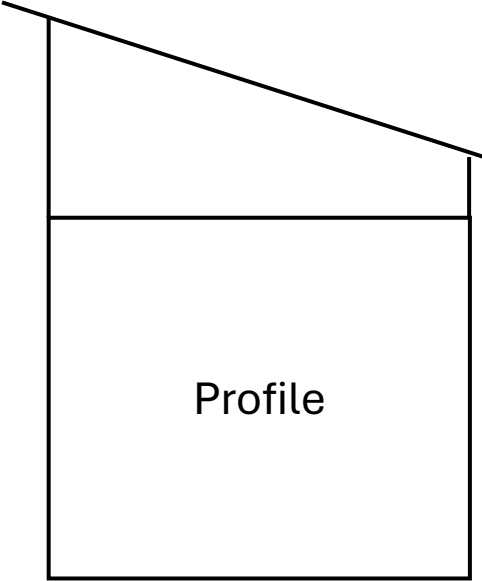
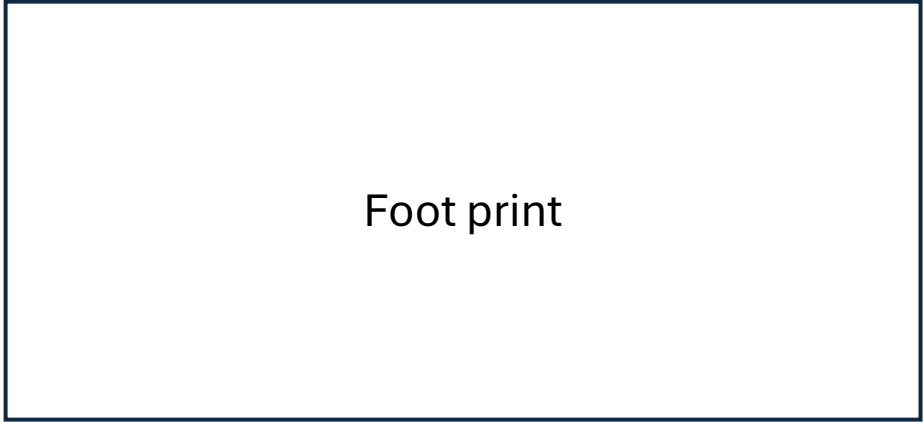
The outer chicken run enclosure will be painted to match the house (cream with burgundy trim) once we have permission to finish the structure. There will be no plastic left on it by the end of today (8/5) since it is not secure against predators)

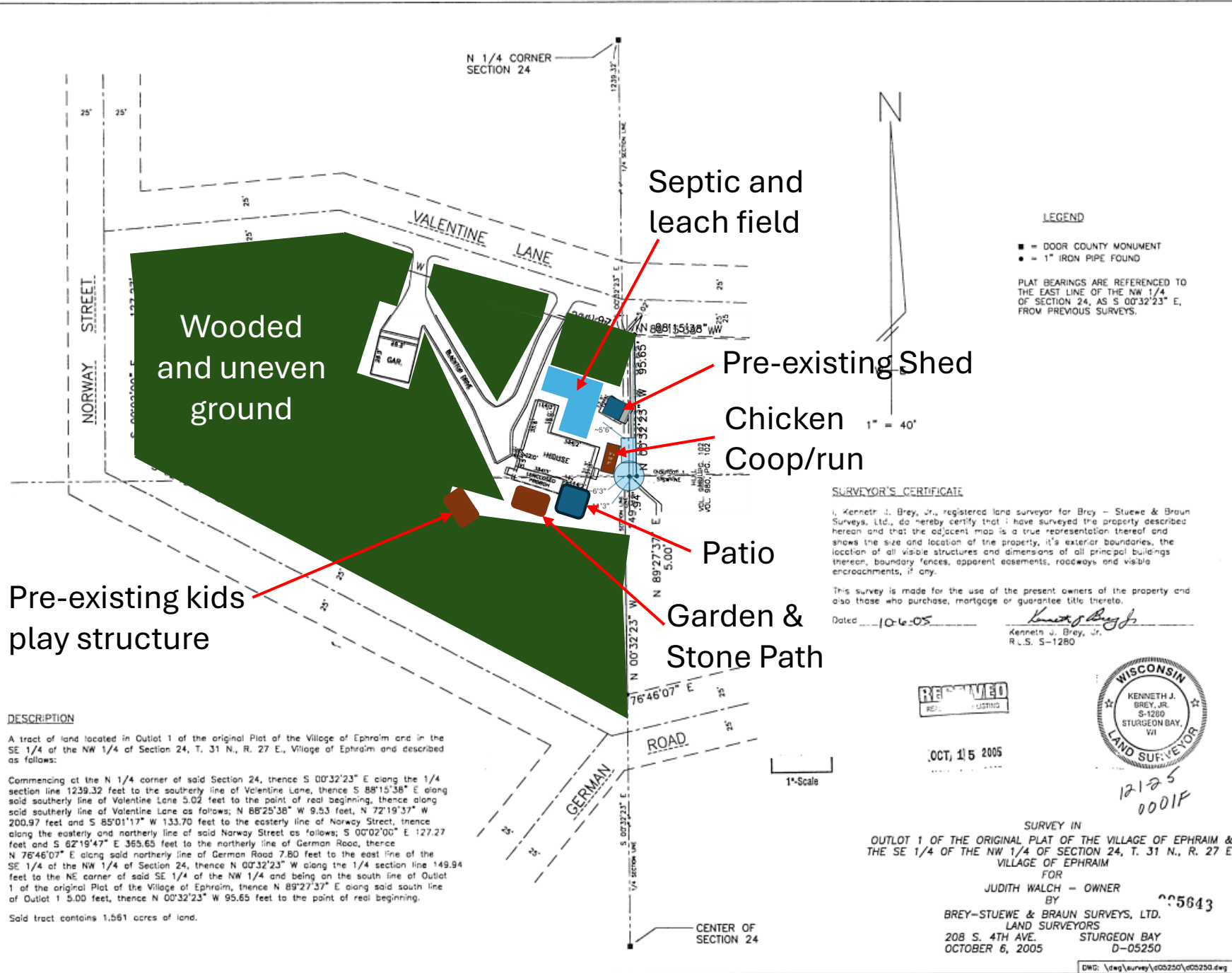
Proposed new concept



Move the coop to the side near the house

Narrow the structure from 13.6 feet to 9 feet at base with 6" roof overhand, giving a >10' setback from side property line





**LEGEND**

- = DOOR COUNTY MONUMENT
- = 1" IRON PIPE FOUND

PLAT BEARINGS ARE REFERENCED TO THE EAST LINE OF THE NW 1/4 OF SECTION 24, AS S 00°32'23" E, FROM PREVIOUS SURVEYS.

**SURVEYOR'S CERTIFICATE**

I, Kenneth J. Brey, Jr., registered land surveyor for Brey - Stuewe & Braun Surveys, Ltd., do hereby certify that I have surveyed the property described herein and that the adjacent map is a true representation thereof and shows the size and location of the property, its exterior boundaries, the location of all visible structures and dimensions of all principal buildings thereon, boundary fences, apparent easements, roadways and visible encroachments, if any.

This survey is made for the use of the present owners of the property and also those who purchase, mortgage or guarantee title thereto.

Dated 10-15-05  
 Kenneth J. Brey, Jr.  
 R.L.S. 5-1280



OCT 15 2005

12125  
0001F

SURVEY IN  
 OUTLOT 1 OF THE ORIGINAL PLAT OF THE VILLAGE OF EPHRAIM &  
 THE SE 1/4 OF THE NW 1/4 OF SECTION 24, T. 31 N., R. 27 E.,  
 VILLAGE OF EPHRAIM  
 FOR  
 JUDITH WALCH - OWNER  
 BY  
 BREY-STUEWE & BRAUN SURVEYS, LTD.  
 LAND SURVEYORS  
 208 S. 4TH AVE. STURGEON BAY  
 OCTOBER 6, 2005 D-05250

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Said tract contains 1.561 acres of land.



Background: In the Spring of 2022 some friends offered our 3 sons 8 chickens for them to raise. They were very excited for the opportunity, and it is not something that was an option in California. We picked up a small coop from Tracker Supply and placed it on top of what had been a planter box out back of the house (convenient for care and watering and generally secluded from direct view from the street). To try and protect the chickens, my father-in-law constructed a modest run enclosure (~4' tall) to try and contain the chickens and protect them from predators when we could not be out with them. Besides the inconvenience of such a short enclosure, once a net was put over top of it, for someone my height, the protection from predators was not very good. All eight chickens were killed in late winter/early spring 2023. My children had loved taking care of the chickens and collecting eggs, so we decided to replace them. I was determined to fix the downsides of the previous enclosure, so I took it down and built a new run enclosure that is more substantial and safe against predators. It is also tall enough for me to walk upright inside of (I am 6'8" tall) so that now I can help my boys more easily when needed (they are now 5, 7, and 8 years old, and their sister is starting to get involved, she's 3). I thought our placement of the enclosure was good and it never occurred to me that I might be encroaching on a property line, certainly no more than the pre-existing buildings already did. This placement allowed us to keep all the trees and not need to disturb the natural landscape. We talked with our closest neighbors and they said it was fine with them (trying to be considerate neighbors). The construction is currently halted now that I realize a permit is required and a variance for the distance from the property line. When finished we plan to paint it to match the look of the house and other buildings on the property. It never occurred to me that I needed such formal documentation for what I saw as a replacement for the chicken run enclosure that we had before.

I had been told by friends that Ephraim allowed up to 12 chickens / per acre and that a chicken coop from Tracker Supply would be no issue. Everything else just sort of grew from there as we dealt with the challenges of chicken husbandry.

## **Brent Bristol**

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**From:** Kyle Daoust <kdaoust@portsidebuilders.com>  
**Sent:** Thursday, September 19, 2024 3:01 PM  
**To:** Brent Bristol  
**Subject:** Forsman Greenhouse  
**Attachments:** 20240919144541.pdf; Scan 2024-9-19 (14,44,29).pdf

Brent,

Location is 2940 Wilder Ln Sister Bay, lot size just over 15 Acres. Long drive way hidden deep in the woods.

Attached is a site plan of where we plan to put the Greenhouse

- power trenched from Shed
- new well being drilled to be a seasonal well and no new septic being ran anywhere. Well to be within 25' of new building

Attached is plans and elevations of what the greenhouse will look like.

- bought unit that goes on top of Portside's subbed out foundation system

Let me know if you have any more questions or think you need anything else to present on Tuesday. Thank you for your time Brent!

## **Kyle Daoust**

Remodel Salesman/Designer

Portside Builders Inc.

810 S Lansing Ave,

Sturgeon Bay, WI 54235

Office: 920-743-0327

Cell: 920-493-7194



1" = 100'

to scale

DETERIORATED  
FENCE REMAINS

N88°51'27"W 661.76  
NORTH LINE - SW 1/4 - SE 1/4

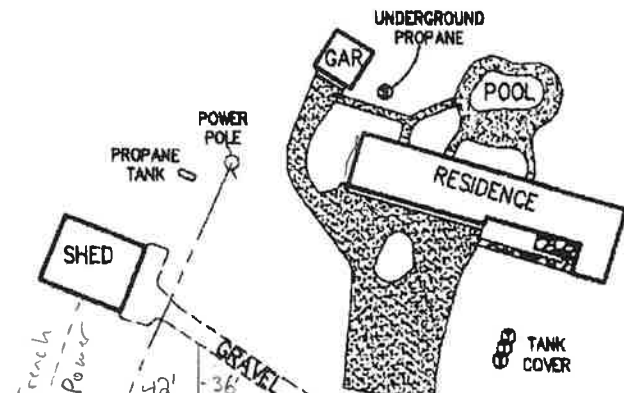
FOUND 1" STEEL PIPE  
S76°55'50"E - 1.57 FEET  
FROM ACTUAL CORNER

N00°07'14"W 1311.41

WEST LINE - SE 1/4  
S00°07'14"E 1311.41  
1278.41

878.62  
EAST LINE - W 1/2 - SW 1/4 - SE 1/4  
N00°04'53"W 1314.62

Parcel Contains  
15.93 acres



OVERHEAD WIRE

ASPHALT DRIVE

S88°34'39"E 400.14

200.07

200.07

N00°04'53"W 436.00

N00°04'53"W 436.00

LOT 1  
CSM #879  
V. 5 PG. 29  
2.002 acres

LOT 2  
CSM #879  
V. 5 PG. 29  
2.002 acres

402.99

402.99

402.99

SOUTH LINE - SE 1/4

S88°34'39"E 660.94

SOUTH 1/4 CORNER  
SEC. 24-31-27

Wilder Road

33.01

260.80

33.01

200.07

33.01

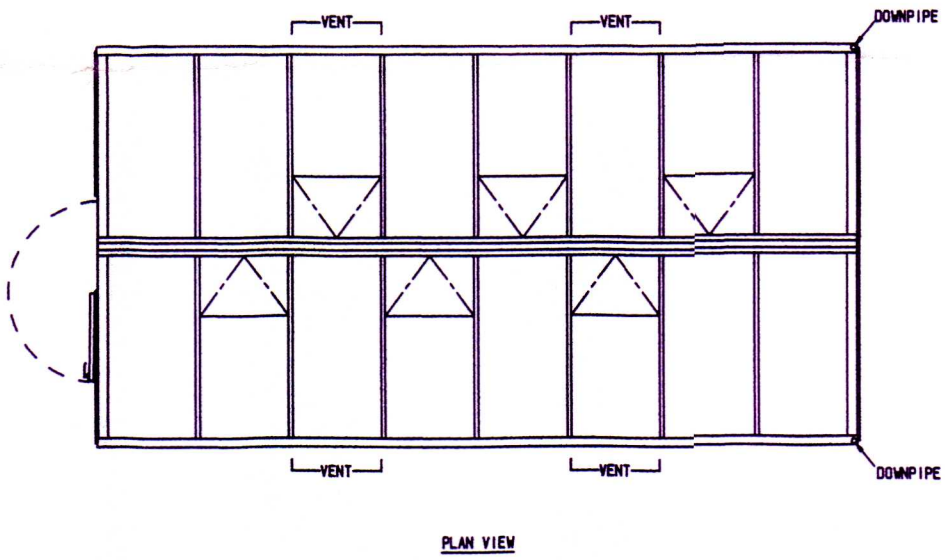
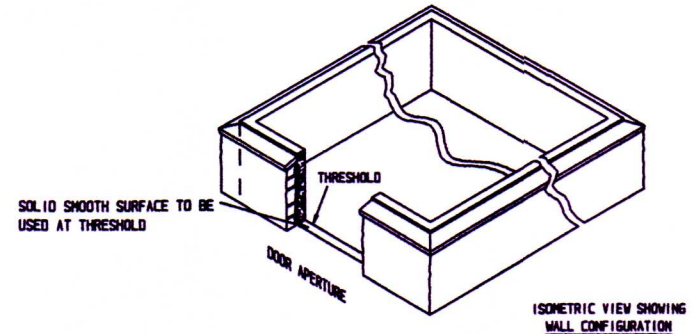
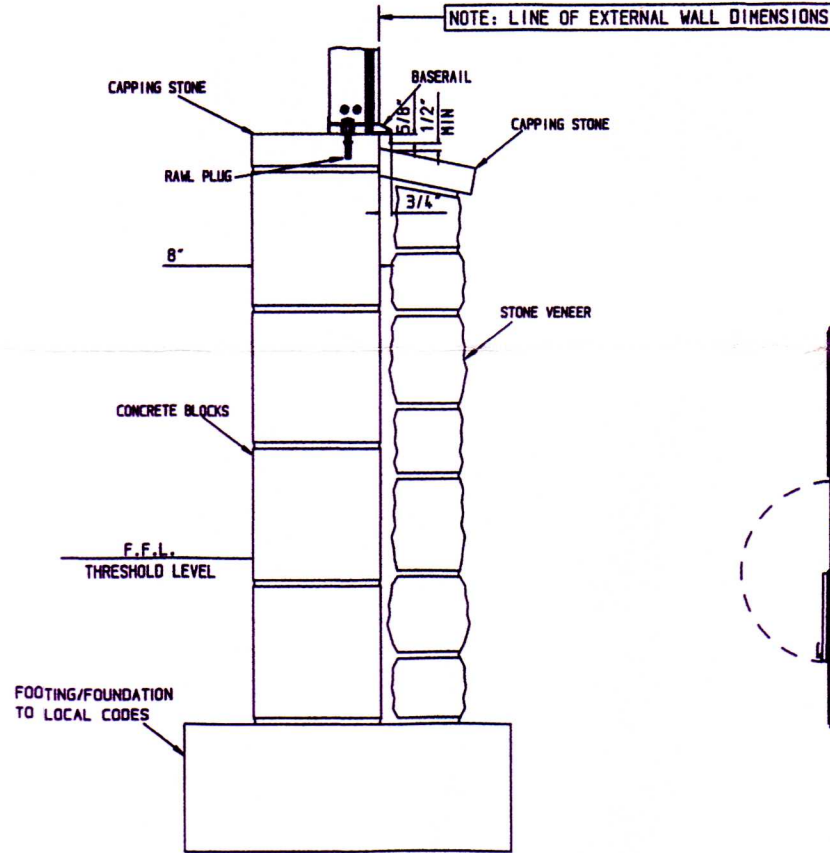
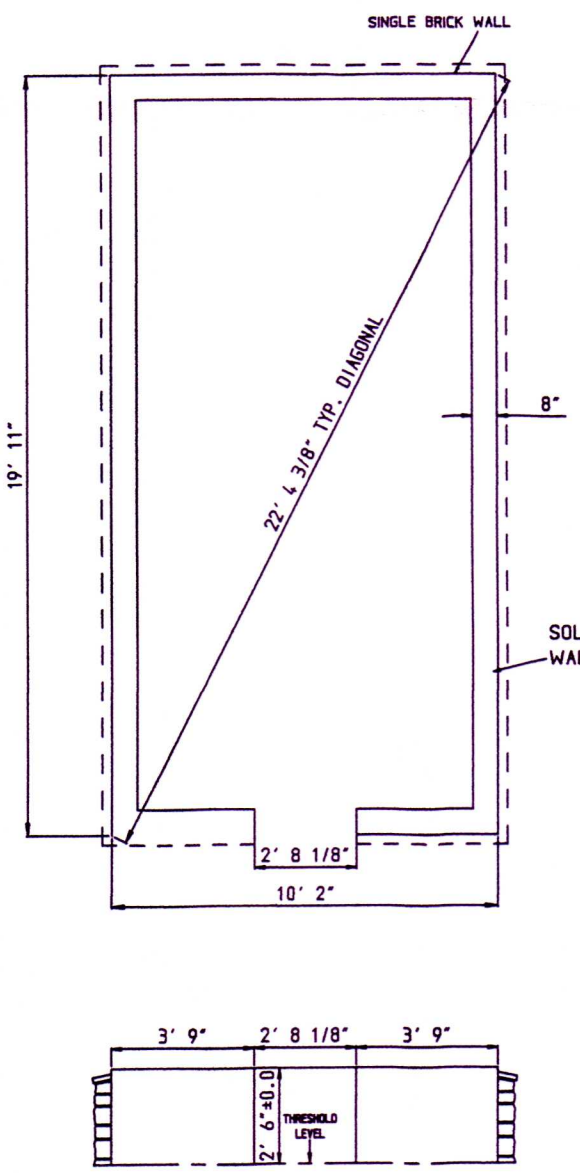
200.07

33.01

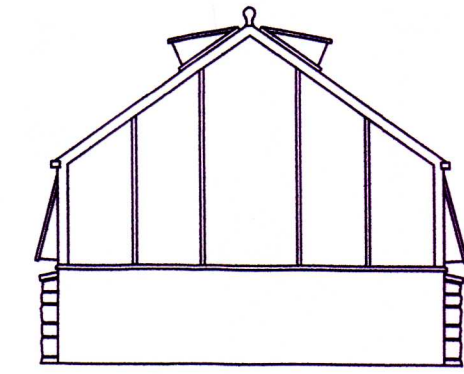
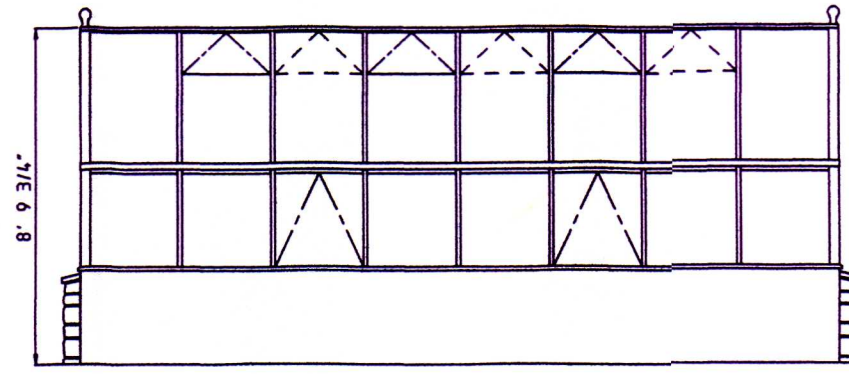
**DO NOT SCALE**  
IF IN DOUBT CONTACT  
HARTLEY BOTANIC

**IMPORTANT NOTE:**  
ALL BASE DIMENSIONS TO BE WITHIN PLUS OR MINUS 1/4" UNLESS OTHERWISE STATED

**PLEASE NOTE:**  
IF THE CONSTRUCTION OF THE WALL IS TO BE OF DIFFERENT MATERIALS OR THICKNESSES THAN THOSE SPECIFIED HERE, HARTLEY INC. MUST BE NOTIFIED SO THAT NEW PLANS CAN BE ISSUED TO SUIT.



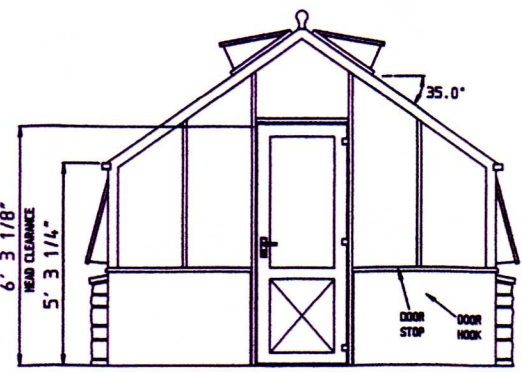
**PLEASE NOTE:** A CLEARANCE OF 24" MINIMUM IS REQUIRED AROUND THE ENTIRE PERIMETER OF THE GLASSHOUSE FOR ACCESS



Please review the plans details and specifications thoroughly. Should you have any questions, please reach out immediately. If not, your signature below is an agreement to confirm your understanding of the plans, and an approval to begin the manufacturing of your structure. Any changes following the approval signature below, will result in additional charges.

Authorized Signature.....  
Date.....

**PLEASE READ ALL INSTRUCTIONS BEFORE COMMENCING, IF YOU HAVE ANY DOUBTS AS TO THE SPECIFICATIONS THAT WE REQUIRE PLEASE CONTACT HARTLEY BOTANIC INC.**



THESE DETAILS MUST BE ADHERED TO - IF YOU HAVE ANY DOUBTS RELATING TO THESE DETAILS, PLEASE CONTACT HARTLEY BOTANIC LTD

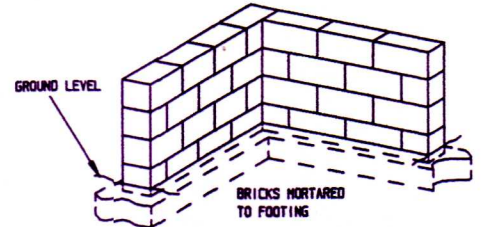
IF A DAMP PROOF COURSE IS REQUIRED, USE A NON POROUS BLUE ENGINEERING BRICK. IT IS NOT RECOMMENDED THAT A DAMP PROOF COURSE MEMBRANE BE USED. THE WALL CAN BE CONSTRUCTED IN EITHER SOLID BRICKS OR SOLID CONCRETE BLOCKS (NO HOLES). THE SINGLE BRICK WALL MUST BE CONSTRUCTED ACCURATELY TO THE DIMENSIONS PROVIDED. THE WALL MUST BE FLAT, LEVEL AND SQUARE. BRICKS TO BE BONDED 3:1 SAND AND CEMENT. THE USE OF A SPIRIT LEVEL IS ESSENTIAL TO ENSURE THE WALL IS LEVEL. WHEN LAYING THE WALL, MEASUREMENTS ACROSS THE CORNERS MUST BE EQUAL TO ENSURE THE BASE IS SQUARE. (SEE PLAN)

IF THE WALL IS NOT FLAT AND SQUARE THE GREENHOUSE MAY NOT BE SATISFACTORILY ERECTED AND CAUSE DISAPPOINTMENT. IF WE ARE ERECTING THE GLASSHOUSE AND ENCOUNTER DIFFICULTIES BECAUSE OF AN UNSATISFACTORY FOUNDATION WE RESERVE THE RIGHT TO MAKE A CHARGE SHOULD ADDITIONAL WORK BE REQUIRED OR A SECOND VISIT MADE.

A SUITABLE FOUNDATION FOR THE WALL MUST BE CONSTRUCTED. THIS SHOULD BE OF COARSE CONCRETE. WE RECOMMEND THE FOUNDATION SHOULD BE TWICE THE WIDTH OF THE BRICKWORK AND DEEP ENOUGH TO PROVIDE A STABLE BASE (4" MINIMUM OR DEEPER DEPENDING ON GROUND CONDITIONS.) ENSURING THE FOUNDATION IS LAID LEVEL WILL ENSURE THE WALL IS LEVEL. (SEE DRAWINGS) THIS WOULD BE BEST ACHIEVED WITH THE USE OF SHUTTERING. THE WALL CAN ALSO BE BUILT ON A SOLID CONCRETE BASE PROVIDING IT IS LARGER THAN THE DIMENSIONS SHOWN AND IS A MINIMUM DEPTH OF 4".

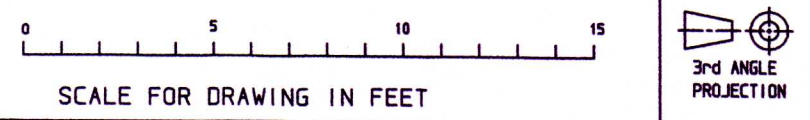
FIXING OF THE GREENHOUSE TO THE BASE IS TO BE CARRIED OUT USING THE SCREWS AND PLASTIC PLUGS PROVIDED WITH THE GREENHOUSE.

NB:- THE NOTES PROVIDED HERE ARE GUIDE LINES. HARTLEY BOTANIC CANNOT ACCEPT RESPONSIBILITY FOR THE CUSTOMERS FOUNDATIONS, WALLING, OR SEALING OF BASERAILS. IN CASE OF DOUBT PLEASE CONTACT US.



The wall can be constructed in either bricks or concrete blocks with the threshold at a level slightly higher than the surrounding ground level. The capping bricks or blocks for wall and threshold must be solid (i.e no holes).

**GENERAL NOTES:**  
STRUCTURE BUILT IN ALUMINIUM ALLOY  
POLYESTER POWDER COATED, COLOUR BLACK - RAL 9005  
GLAZED IN TOUGHENED SAFETY GLASS  
ALUMINIUM SWING DOOR WITH GLASS AND ALUMINIUM KICK PANEL  
ALUMINIUM GUTTERS & DOWNPIPES  
ROOF VENTS OPERATED BY HYDRAULIC CHECK AUTOVENTS  
FACE VENTS OPERATED MANUALLY  
HOOK ATTACHED TO WALL, EYE ATTACHED TO DOOR THROUGH CAPPING  
DOOR STOP ATTACHED TO BASERAIL  
12x 'D' BRACKETS  
2x TOUCH UP PENS  
DOOR STOP ATTACHED TO BASERAIL



**DESCRIPTION:** GENERAL ARRANGEMENT DRAWING FOR THE 'HARTLEY 10' PLANTHOUSE'

**CLIENT:** LISA FORSMAN  
2940 WILDER LAND  
SISTER BAY  
WI 54234

**HARTLEY BOTANIC INC**  
340C Fordham Road  
Wilmington MA 01887  
Tel: 781 933 1993

DRAWN: JK	MODIFICATION:	CHECKED: IAN
DATE: 29/05/24	SCALE: 1:50	
DRAWING No: HH26576-001	ORDER No: HH26576	
ISSUE A		



Hartley 10 Planthouse (8 Pane) | Pennsylvania, USA

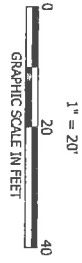
## Brent Bristol

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**From:** Roy Harsch <roymharsch@gmail.com>  
**Sent:** Friday, September 20, 2024 11:42 AM  
**To:** Brent Bristol  
**Subject:** Plan Committee Meeting

As we discussed I would like to have the opportunity to briefly address the Planning Committee at their meeting this coming Tuesday regarding starting the process of asking for PW Design Review of a modification to our existing cottage located at 9931 Water Street consisting of small addition to the existing kitchen pursuant to the recent adoption of the Village of Ephraim Ordinance No. 05-2024. As I understand it this will possibly be the first request to be submitted. Hopefully the Plan Committee will be able to explain what they would like to see in submittals generally for such submissions. Following this meeting it is my intent to proceed to prepare and submit a request for PW Design Review. As I explained to you I may not be able to attend the meeting in person due to family medical issues but I will be able to participate on the phone. I will know by Monday afternoon if I can attend in person or not. Thank you in advance for placing this on the Plan Committee agenda.

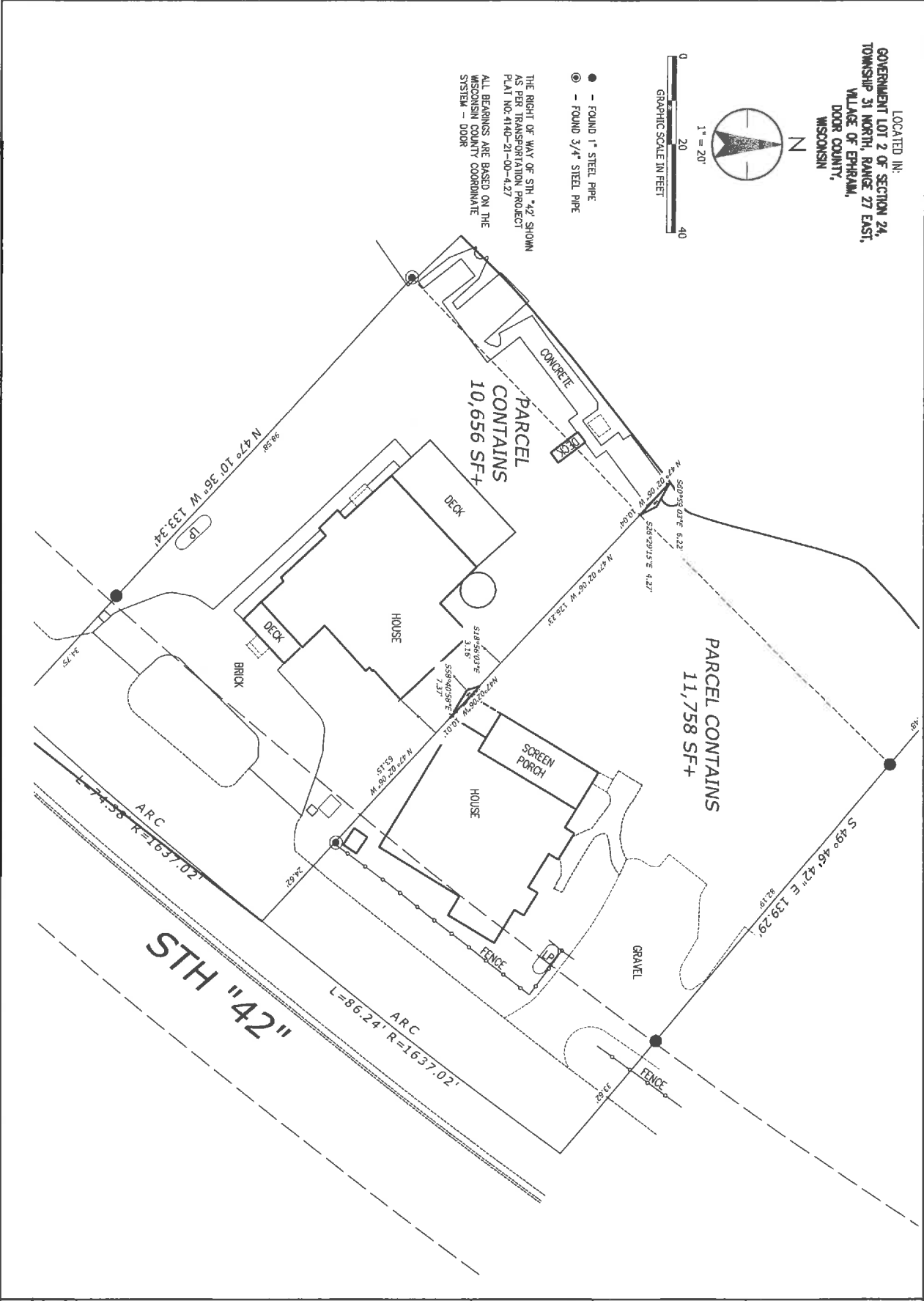
LOCATED IN:  
 GOVERNMENT LOT 2 OF SECTION 24,  
 TOWNSHIP 31 NORTH, RANGE 27 EAST,  
 VILLAGE OF EPHRAIM,  
 DOOR COUNTY,  
 WISCONSIN



● - FOUND 1" STEEL PIPE  
 ○ - FOUND 3/4" STEEL PIPE

THE RIGHT OF WAY OF STH "42" SHOWN AS PER TRANSPORTATION PROJECT PLAT NO. 414D-21-00-4.27

ALL BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM - DOOR



<p>PROJECT NUMBER 193807039</p> <p>SHEET NUMBER 1 of 1</p>	<p><b>SITE MAP</b></p> <p>ROY HARSCH 9931 WATER ST EPHRAIM, WI 54211</p>	<p>SURVEY BY : CMM/ARW</p> <p>DRAWN BY : C.M.M.</p> <p>DESIGNED BY :</p> <p>CHECKED BY : A.R.W.</p> <p>APPROVED BY : M.G.M.</p> <p>DATE : 7-4-24</p>	<p><b>Sturgeon Bay Office</b></p> <p>312 N. 5th Avenue Phone: 920-743-8211 Website: www.stantec.com</p>
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**VILLAGE OF EPHRAIM**  
**BUILDING/ZONING PERMIT APPLICATION**

1 of 2

Application Date \_\_\_\_\_

*Please Print*

**1. Owner/Property**

Tax Parcel. No. 121 21 2431272381

Owner Leslie and Roy Harsch

Mailing Address 209 S, River

City Geneva

State Illinois

Zip 60134

Phone(s) 630 240 8741

Email roymharsch@gmail.com

Location of Project 9931 Water Street

Nearest Cross Street German Road

Property Use: Residencial

Zoning Area: Protected Water Front

Historic District?  Yes  No

Contractor/Contact: Self

Address 3024 German Road, Ephraim, WI 54211

Phone(s) 920 854 2973

Cell Phone ( 630 ) 240 8741

**2. Type of Improvement**

New Building

- Addition
- Exterior Alteration
- Foundation Work Only
- Other \_\_\_\_\_

Accessory Structures

- Garage
- Storage Building
- Repair/Replacement
- Other \_\_\_\_\_

**3. Describe Proposed Construction:** \_\_\_\_\_

**4. Cost**

Total cost of improvements as applied for in permit: \$ \$10,000.00

Structural Improvement Cost (if new building or addition, entire amount of structure; if alteration, renovation or repair, structural portions only): \$ \_\_\_\_\_

**Include with Application:**

- Certified Survey
- Building plans, including all elevations, floor plans  
*(if commercial, State-approved plans must be given to the office prior to obtaining your permit)*
- Site plan showing lot dimensions, setbacks from all lot lines for structures
- For commercial structures, parking plans
- Parking plan for construction vehicles during construction phase
- Permit Fee/Impact Fee
- Drainage Plan
- Land Disturbance Application
- Landscape Plan



**For New Buildings or Additions, Complete this Section Also:**

**Dimensions:** Number of Stories: 1 Height at Peak: 17 ft House - 11 ft Addition  
Roof Pitch(es): 4 by 12 Gable Addition to Match Existing Total Footprint, Exterior: See # /  
*See #*

Total Square Footage, All Floors Exterior: 1418 existing + 56 addition = 1474

Total Square Footage, Parking/Drives/Walkways: 725

Type:  Wood Frame  Structural Steel  Reinforced Concrete  Other \_\_\_\_\_

**Principal Heating:** \_\_\_\_\_ Propane \_\_\_\_\_ Oil \_\_\_\_\_  Electric

(Explain) \_\_\_\_\_  
Other \_\_\_\_\_

Signature \_\_\_\_\_ Plant Manager Date \_\_\_\_\_

**Sewage Disposal:**

Current:

- None
- Sewered
- Septic
- Mound/In-Ground
- Other \_\_\_\_\_

Proposed:

- Current System Continued  Demolition/Moving ?
- Connect to Available Sewer
- Extend Sewer to Property
- On-Site System

Type: \_\_\_\_\_

Year Installed: 1985

(copy of permit to be on file with Village)

If On-Site System, Year Last Pumped/Inspected: \_\_\_\_\_

**For sewage disposal planning, your contact is the Ephraim Treatment Plant Manager, 920/854-4991. Please contact him as soon as possible to allow proper planning and discussion of any necessary sewer connection permits or fees involved.**

Fire Chief Signature \_\_\_\_\_ Date \_\_\_\_\_

**Fire Department:**

Driveway width/tree clearance (width/height): 19 / 25 Sprinklers needed?  Yes  No

Clearance around structures for truck access: 30 Fire # Assigned 9931

**Fire Department requires driveways at least 12' wide and clearance 12' high; Fire Chief may be in contact with you during construction to check truck access and, if commercial structure, any sprinklering, water sources, or other safety considerations**

Application and materials **must be in the Village offices one week prior** to Plan Committee meeting date to allow for proper processing and notification of Committee members. When permits are issued, work must start within 6 months and be completed within one year. The owner of this property and the undersigned agree to conform to all applicable laws of the State of Wisconsin and the Village of Ephraim.

Signature of Applicant Leslie Harsch Print Name Leslie Harsch Roy Harsch

*[Handwritten Signature]*

**FOR OFFICE USE ONLY**

Permit # \_\_\_\_\_ Permit Fee: \$ \_\_\_\_\_

Date Permit Issued \_\_\_\_\_ Zoning Administrator Signature: \_\_\_\_\_

Restrictions: \_\_\_\_\_

# Contenido Aerial Water View 2023





#3

CHATEAU GREENLOWENS CORNING  
ARCHITECTURAL SHINGLES TO  
MATCH EXISTING

12" TO MATCH  
EXISTING  
PITCH 4"

EXISTING SCREENED  
PORCH

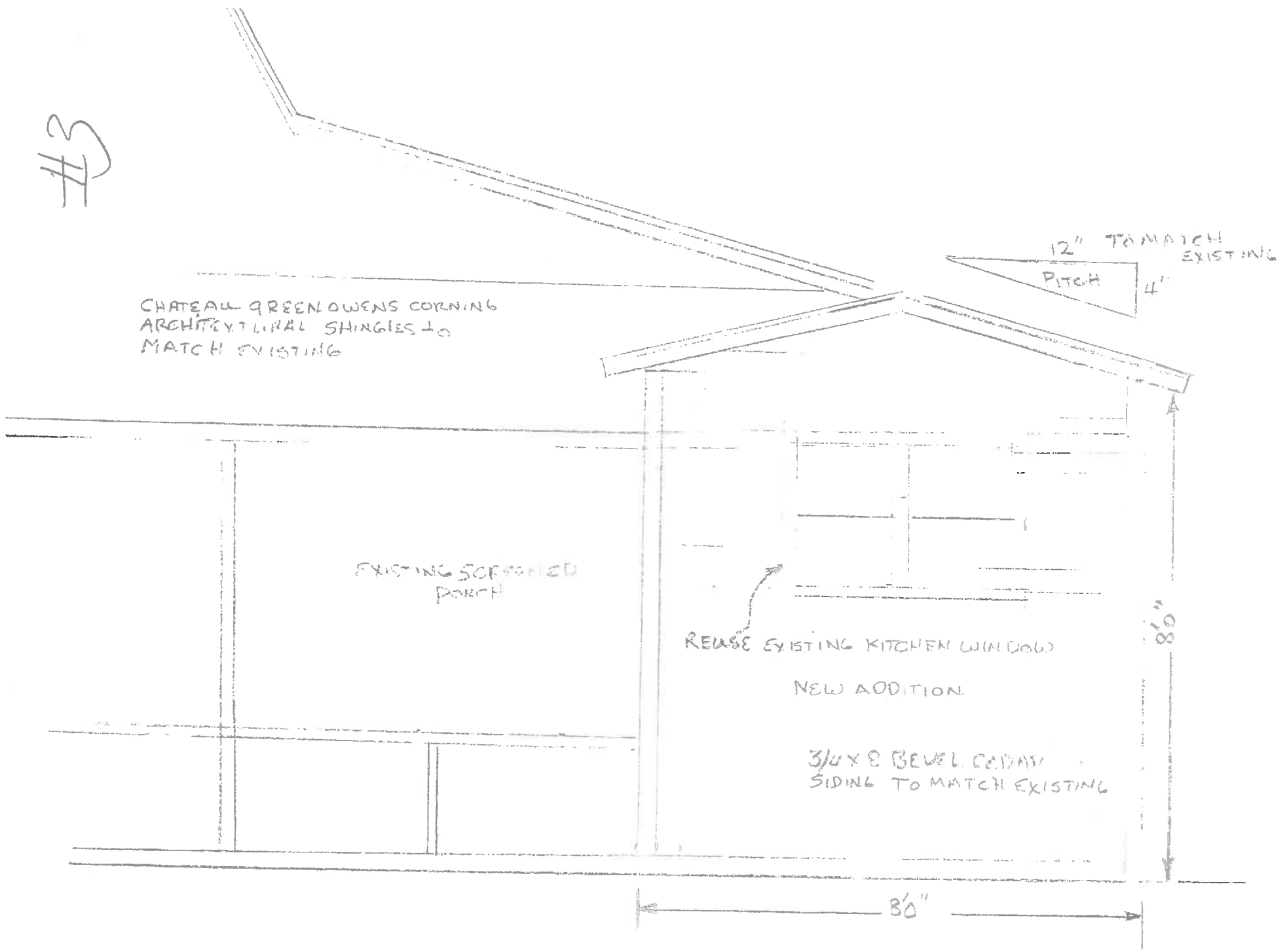
REUSE EXISTING KITCHEN WINDOW

NEW ADDITION

3/4" x 8" BEVEL CEDAR  
SIDING TO MATCH EXISTING

8'0"

8'0"



**VILLAGE OF EPHRAIM  
NOTICE OF ZONING ORDINANCE PUBLIC HEARING  
TUESDAY, SEPTEMBER 10, 2024 – 7:00 PM**

**VILLAGE OF EPHRAIM  
ORDINANCE NO. 05-2024  
AN ORDINANCE AMENDING §17.20 OF THE EPHRAIM CODE OF ORDINANCES AS  
IT RELATES TO PROTECTED WATERFRONT.**

SECTION I: Chapter §17 of the Ephraim Code of Ordinances is hereby amended to read as follows:

**REMOVED AND REPLACED IN ITS ENTIRITY.**

**1. INTENT.**

Recognizing that the open shoreline is one of Ephraim’s most distinctive features, the intent of this ordinance is to provide for as much open viewing space along our shoreline as possible. As an important contributing component of the Ephraim Historic District Ordinance §17.26, owners of residences in the Protected Waterfront “PW” District are encouraged to use and maintain their existing residences. Since most of the residential buildings in this are sited on small non-conforming lots that would otherwise prohibit the erection of such structures under the existing ordinance unless otherwise noted or provided for in this section, structures shall be restricted to those in existence as of January 1, 1998.

**2. PERMITTED USES.**

- a. Park and open spaces provided that any proposed structural elements are given conditional use approval.
- b. Beaches provided that any proposed structural elements are given conditional use approval.

**3. CONDITIONAL USES.**

- a. On parcels where there is not a residence:
  - 1) Dockage and launching;
  - 2) Boat and related rentals;
  - 3) Sale of marine fuel and accessories for marine use only;
  - 4) New structures necessary for permitted uses in the district, including bathrooms.
  - 5) Non-profit organizations on village-owned property. Sales within such shall be subject to any existing lease or other agreements with the village. In the event, that no such agreement speaking to sales exists, the Village of Ephraim Planning Committee, through Conditional Use review, shall oversee and have final approval over any such sales area. This review will include but is not limited to, the type of merchandise sold, and the total amount of display area the merchandise will envelop. (Passed 5/11/09)
- b. On parcels where there is a residence:
  - 1) Additions/modifications to or replacement of existing residences. Subject to Par 5 below.
  - 2) Residences destroyed by natural disasters or fires in this district may be replaced using the former dimensions and location.

**4. SPECIAL EXCEPTION REVIEW.**

The provisions of this section including the setback and lot coverage requirements from §17.24 shall be mandated except in the case of buildings, structures, or public projects along the shoreline that are deemed to be in the greatest interest to the public by a majority of the Plan Committee and a majority of the Village Board, and this exception can occur only through special exception review. (4/08/02)

**5. ADDITIONS/MODIFICATIONS TO OR REPLACEMENT OF EXISTING RESIDENCES. “PW DESIGN REVIEW”. (Completed by HPC and Plan Committee)**

a. General requirements:

- 1) Addition/modification or replacement projects including existing dimensionally

nonconforming structures considered under this section may apply the existing grandfathered setbacks of the existing structures as the required setback for new work so long as the new work increases or at minimum does not further encroach on the setbacks in question.

- 2) Footprints in the PW District can be modified but increases to the total footprint of individual structures within the district are prohibited.
- 3) All projects are subject to the applicable dimensional standards of §17.24 of the ordinance unless otherwise noted or provided in this section.
- 4) All projects are subject to applicable floodplain ordinances of the Village and State.

b. Design Criteria:

- 1) All projects shall incorporate a design that is in keeping with the character of the Village Historic District and the language of the Historic District Ordinance (§17.26).
- 2) Visual impact from the street is to be minimized on all projects occurring in the PW District.
- 3) No structures shall exceed twenty-three feet (23') in height as measured from the crown grade of State Highway 42.
- 4) Only chimneys shall be allowed up to two feet (2') above the approved peak roof line.
- 5) Primary roof pitches less than 6/12 or more than 12/12 are prohibited.
  - a) Up to 50% of the total roof pitch square footage can be made up of dormers that may be less than 6/12 but in no case may be less than 3/12.

6. **OTHER REQUIREMENTS.**

- a. Special Plan Committee approval shall determine the number of required parking spaces on a case-by-case basis unless the use has a number established under ordinance §17.15(9); parking requirements may be met through a combination of off-street, on-site, and/or dedicated parking spaces within common ways. Pervious surfaces for parking are preferred in this district.
- b. Consideration given to allow for 10% additional lot coverage when that area will be used for adding off-street parking. (3/10/08)

7. **DIMENSIONAL STANDARDS.** See ordinance §17.24

8. **PROHIBITED USES. Home occupations are not permitted in the PWDistrict.**

**SECTION II:** If any section, subsection, paragraph, or sentence of this ordinance is for any reason deemed unconstitutional or otherwise unenforceable by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance.

**SECTION III:** This ordinance shall take effect upon its passage and publication according to the law as an amendment to the Village Zoning Code under the procedures prescribed by §62.23(d) Wis. Stats.

Passed and approved by the Village Board of Trustees at its regular meeting on the 10th day of SEPTEMBER 2024.

**VILLAGE OF EPHRIAM**

BY: \_\_\_\_\_  
Michael McCutcheon, Village President

Attest: \_\_\_\_\_  
Andrea Collak, Clerk

Published this \_\_\_\_ day of \_\_\_\_\_ 2024