

**VILLAGE OF EPHRAIM HISTORIC PRESERVATION COMMITTEE  
WORKING SESSION MEETING MINUTES  
TUESDAY, DECEMBER 17, 2024 - 12:00 PM  
9996 WATER STREET**



**Present:** Kathy Pentler, Amy Russell, Cody Schreck, and Ken Nelson – Chair.

**Absent:** Marilyn Cushing.

**Staff:** Brent Bristol - Village Administrator and Kim Roberts - Deputy Clerk.

**Guests in person:** Dr. Michael McCutcheon and John Held.

**Guests online:** None.

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**Call to Order:** K. Nelson called the working session to order at 12:02 PM.

K. Nelson reviewed the topics for discussion for the working session: Materials and colors, fences, Snow/Sand Fences, Roofing, and Solar Panels. He suggested commencing the discussion with materials and colors. The applicable sections of the zoning ordinance were noted as §17.15(13)(c) Site Development Standards/Design Review – Building Color and §17.26(11)(d) Historic District – Colors. It was noted that the Historic District Ordinance was more restrictive with colors and materials.

A discussion was held regarding materials and colors. Included in the discussion was adding to the historic district ordinance in §17.26(11)(d) door, shutter, and fence to the language. K. Nelson felt that it was interesting that the physical door was omitted because typically that is where you would see color.

*Existing §17.26(11)(d) Color. White has been the distinctive building color in the district. It makes the Village stand out against the green of the bluff. White and naturally weathered wood are traditional. House trim, sash, window and door frames, and porch trim color shall be compatible with the character of the Historic District; fluorescent and bright colors are prohibited. In all buildings painted white which are designated by the Village as historically significant and which appear on the inventory of historic buildings, the owner or owners must obtain permission from the Planning Committee to initiate a change in color.*

Proposed §17.26(11)(d) Color. White has been the distinctive building color in the district. It makes the Village stand out against the green of the bluff. White and naturally weathered wood are traditional. House trim, sash, window and door frames, **doors, shutters, fences**, and porch trim color shall be compatible with the character of the Historic District; fluorescent and bright colors are prohibited. In all buildings painted white which are designated by the Village as historically significant and which appear on the inventory of historic buildings, the owner or owners must obtain permission from the Planning Committee to initiate a change in color.

A discussion was held regarding §17.15(c) – Building Color. The Committee noted that design review was always part of the approval process where colors could be addressed with the applicant. The Committee felt they would like to make the changes outlined below and get feedback from the Plan Committee and the Village Board.

*Existing §17.15(c) – Building Color. White has been the distinctive color of the Village’s central business area. Greens, browns, the grays of weathered wood, and other earth tones are acceptable for roofs and exterior walls to help them blend into the landscape.*

Proposed §17.15(c) – Building Color. White has been the distinctive color of the Village’s ~~central business area~~. Greens, browns, the grays of weathered wood, and other earth tones are acceptable for roofs and exterior walls to help them blend into the landscape.

The Committee discussed fences in both the standard zoning code and within the Historic District code. Russell reminded the Committee that the ordinance encourages natural boundaries as an alternate way to achieve privacy. Pentler felt that fences divide a community; natural boundaries are much more desirable. K. Nelson felt that Bristol could emphasize natural boundaries as encouragement when people come to apply for a fence. Wrought iron and whether it was historic or not was discussed as well as whether the color made a difference (black or white) was discussed. Pentler felt it was ironic that the Village Hall had a black metal railing. Schreck noted that it was a product of the building being constructed before the historic ordinance was in place. K. Nelson reminded

the Committee they also had compatible infill as a tool. He added that we allow modern materials in the Historic District that have a wooden and historic look. Schreck discussed wrought iron and thought that it first appeared in Ephraim in the 1920s, perhaps earlier. It was not common, nor significant, and not a defining characteristic of Ephraim's architecture. Bristol reminded the Committee to differentiate between railing, handrails, and fences. K. Nelson said it is in our ordinance, §17.26((11)(g)), that fences are to have a wooden look. He added that everyone is supposed to come in with samples, perhaps we need to hold people to that. If they don't bring a sample (in full dimension, not a picture), they will need to come back to the next meeting for approval.

The Committee discussed temporary snow and sand fencing. K. Nelson stressed the use of snow and sand fencing was temporary. He read a portion of a letter from John Held that suggested establishing an in-and-out timetable to coincide with the docks to match the visual impacts. K. Nelson discussed the recent gale storm that resulted in sand from the low water exposing more of the beach being blown onto properties across the street. Held explained that the piece of plywood was helping the situation, although some sand did go over the plywood. McCutcheon noted that he has addressed complaints about the plywood against the split rail fence in that the effort has made a difference compared to other areas along the shoreline. Held reviewed the other properties that are making similar efforts to keep sand from traveling across the street and protect beaches and property (Bay Breeze, Village Beach, Roppuld, and Old Post Office).

K. Nelson asked that there be a focus on the temporary time frame to solve a problem. Both Held and the Village are experimenting with ways to keep the roadway safer and clearer. It is an off-season priority to protect property and maintain safe roads. Russell felt timing should be important; November 1 through May 1. K. Nelson explained that the Plan Committee could address timing, elevation, and materials through ordinance creation.

The Committee discussed items for the next working meeting:

1. Roofing.
2. Solar Panels.
3. Holiday Lighting/ Dark Sky.
4. Recognition of Historic Sites with markers / Maritime Trail Marker on Anderson Warehouse.
5. Boundary review of the Historic District.
6. Railings.

The meeting adjourned at 1:15 PM.

*Recorded by, Kim Roberts – Deputy Clerk*