

# VILLAGE OF EPHRAIM

FOUNDED 1853



## PLAN COMMITTEE MEETING AGENDA

Tuesday, December 17, 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. RaeAnne LLC – 9922 Water St – Accessory Structure/Railing
7. Roy Harsch – 9931 Water St – Concept Review – PW footprint modification
8. Michael Larsen – 2951 Valentine Ln – Conditional Use – Re-Hearing – Additional Acc. Bldg
9. Julia Uihlein – 10239 Water Street – Special Exception – Metal Roofing
10. Julia Uihlein – 10235 Water Street – Special Exception – Metal Roofing – Design Review of New SFR
11. New business for next meeting/next meeting date
12. Adjournment

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

<https://meet.goto.com/476929373>

You can also dial in using your phone.

Access Code: 476-929-373

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>10 / 25 / 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>

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**VILLAGE OF EPHRAIM PLAN COMMITTEE  
WORKING SESSION MEETING MINUTES  
TUESDAY, OCTOBER 29, 2024 - 12:00 PM  
9996 WATER STREET**



**Present:** Andy Bartelt, Grace Held, Monique McClean, Ken Nelson, Susie Samson, B.D. Thorp, and Michael McCutcheon - Chair.

**Absent:** Ken Nelson.

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

**Guests in person:** Robert and Cheryl Moore and David Hatch.

**Guests online:** None.

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**Call to Order:** McCutcheon called the working session to order at 12:00 PM.

Bristol introduced the Multi-Family Ordinance topic for the working session. He explained that the Multi-Family Ordinance had been removed from the Ephraim Code of Ordinances. With the recent rezoning of the Hatch property and their desire to have a duplex on the property, it is time to move forward to get something written. He reviewed the definitions of the previous ordinance explaining that single-family and duplex would be referred to as residential and multi-family is three (3) or more units. State building code definitions outline that three (3) units or more under one (1) roof are commercial buildings. He asked the Committee questions to help narrow down his ability to draft an ordinance for the Committee to work from in subsequent meetings. He noted that the Committee first needed to decide if they wanted to include multi-family buildings, multi-family developments, duplexes, and the like in the ordinance. Bristol discussed some of the options of where the various code could live within the residential or commercial zoning code. Then the Committee could work on densities. He asked the Committee how they wanted to treat duplexes, do we want to see multi-family and if so at what density, and do we want to differentiate between multi-family under one (1) roof as an apartment-style building or density a development like Townline 1 LLC/ Velvaere (standalone single-family homes as a part of a multi-family development).

A discussion was held regarding the multi-family ordinance. McClean felt that there needed to be verbiage to cover all the options such as a duplex in a residential district, duplex as a conditional use in a commercial zone dependent on density, and a multi-family under one (1) roof in the commercial zone with a specified density. The Committee discussed the process of a residentially zoned property being rezoned to commercial (must be adjacent to commercially zoned property).

Further discussion included further limiting density by building separation. Bristol reviewed the current acreage minimums for the commercial and residential districts. McCutcheon asked what we were trying to prevent with the ordinance. Bartlet added on to ask if the intent was to treat each of the zoning codes distinctly. Bristol asked the Committee if they wanted to reduce the density from eight (8) per acre in the commercial zone to six (6) or even four (4) for standalone dwellings. Bristol also reviewed the minimum required for newly constructed single-family dwellings (3,000 square feet of footprint/5,000 square feet of living space), he noted that a duplex could be simply doubled or pull back from that. An apartment would have to be reduced from one thousand square feet (1,000 ft<sup>2</sup>), Bristol noted. Held felt that four (4) units per acre was reasonable. Bristol reminded the Committee that R1 had one (1) acre minimum and in the commercial district you can build one home per lot of record so one home per acre and a half.

Robert Moore commented that the discussion was a multi-faceted problem. There is the preservation of the historic area that we all love, a density issue, and a lack of emergency response infrastructure to continue to build. He suggested a shovel tax to support infrastructure to support the increased population deriving from new construction. He felt that the shovel tax would mitigate rapid growth. He further suggested looking at the height of development.

A discussion was held regarding multi-family dwellings. McClean asked if the Committee was trying to avoid having apartments, and do we want to see a hotel, she asked. McCutcheon asked the Committee if they were in favor of apartments or hotels. He noted he was in favor of apartments as a way to have more full-time residents

that have a stake in Ephraim as opposed to increased summer visitors. The density is getting to the point in the summertime that we are unable to move around. He felt the new ordinance should prevent additional hotels from being built. He stressed promoting apartments over hotels. Bartlett felt McCutcheon's argument was pretty good; he was not a fan of a lot of apartments but wasn't sure why. Thorp preferred apartments but with single-story with one (1) roof line instead of multi-story. Samson preferred apartments. Held also preferred apartments over hotels which might result in more affordable housing. McClean preferred a mix of socioeconomic levels of housing; apartments are good.

A summary of the starting points for a draft multi-family / duplex ordinance:

- Standalone residential multi-family housing units should be decreased to four (4) from eight (8) per acre as a starting point.
- Multi-family should only exist in commercial districts.
- Duplexes are to be a permitted use in all commercial districts with a starting point of doubling the requirements of a single-family home (3,000 square feet of footprint/5,000 square feet of living space).
- As a starting point allow duplexes on the same minimum size lot.

The Committee continued with a discussion regarding Accessory Structures. Bristol reviewed the contradictions within the ordinance relating to the definitions and interchangeable use of the words "structure" and "building". He further noted that all buildings are structures but not all structures are not necessarily buildings. He added that due to recent applications, the Committee needs to look at definitions of building, accessory building, structure, principal structure, and accessory structure. He referenced 17.15(b)(2), "*No more than one accessory building shall be permitted on a lot in a residential district. Additional accessory buildings shall only be allowed by conditional use.*" The question of how many is too many and how big is too big only applies to a building. He noted that a carport, for example, is a structure because it is not enclosed. A garage is a building. Bristol suggested that the Committee begin the conversation with the definitions. He suggested adding a definition of "enclosure".

Further discussion included the process of constructing or installing an accessory structure. Bristol explained that a conditional use would not be triggered for an accessory structure as long as dimensional standards such as impervious surface and setbacks were met behind a principle structure. A building, however, would trigger the need for a conditional use. Bristol further explained that as written, there is no maximum quantity stated for accessory structures. Bristol reviewed that county zoning does not define the number of accessory structures on a parcel but sets a maximum can not be more than four thousand square feet (4,000 ft<sup>2</sup>) of allowable outbuildings.

The meeting adjourned at 1:00 PM.

*Recorded by, Kim Roberts – Deputy Clerk*

# VILLAGE OF EPHRAIM

## FOUNDED 1853



### Plan Committee Meeting Minutes Tuesday, October 29, 2024 – 7:00 PM

**Present:** Michael MacCutcheon-Chair, Andrew Bartelt, Grace Held, Monique McClean, Kenneth Nelson, Susie Samson, BD Thorp

**Staff:** Brent Bristol- Administrator, Andrea Collak – Clerk/Treasurer

**Guests:** Randy Nelson, Roy Harsch, Kelsey Stone, Lane Methner, Kristin Nemecek, Dean Nemecek, Paul Wilson

1. **Call to order:** The meeting was called to order by Michael MacCutcheon -Chair at 7:14 PM.
2. **Quorum:** A quorum is present for this meeting.
3. **Approval of previous minutes**

**Thorp moved, Held seconded to approve the Plan Committee meeting minutes from August 27, 2024, as presented, all ayes, and the motion carried.**

4. **Changes in Agenda:** None
5. **Visitors' comments:** None
6. **RaeAnne LLC – 9922 Water St – Accessory Structure/Railing**

Bristol noted that the building was before the committee a few times. This time there was some work done (fence/railing and pergola erected) without permitting. Bristol talked to the applicant, and this application is an attempt to get after the work permits. The applicant wanted to replace the wood picket fence with an aluminum railing and add the accessory structure – an aluminum pergola to the north side of the building. The picture was presented for review. The project meets all dimensional standards. Bristol read the letter from the applicant.

Mike Tomasian, in his letter to the committee, apologized for being unable to attend the meeting. Tomasian stated that this project went from a simple remodel to a major commercial build. It took his wife Shannon and him by complete surprise at how bad this building was. The previous owner had hidden all the rot with spray foam insulation, and they had to take out massive loans to restore this beautiful building. They managed to save the historic chimney at a great cost to them, but they are very happy with the architectural beauty of this new building, and they hope it will stand the test of time. Tomasian and his wife had gone to the Shorewood Condo Association and had approval for the commercial railing etc. It is ADA-approved and is "wood-like" in that it has the attributes of a typical wood railing but is powder-coated aluminum for strength and longevity. There will never be rust or rotted wood as this is impervious to the elements. Tomasian noted that they had no idea they needed further approval and if they had they certainly would have come before the Village. They thought they were doing a good thing, and they truly hope and ask for approval as they had a tremendous investment in this project. The pergola is to help keep patrons shaded and dry in inclement weather. They thought umbrellas that blow around and poke people would be bad, so they wanted a better solution. They want to be good stewards of this property and good members of the community, and they are excited to hopefully be serving the best donuts and coffee soon.

This item went before the Historic Preservation Committee (HPC) for design review purposes. The HPC members discussed this item relative to the Historic Preservation Ordinance and were unanimous in recommending denying both structures because they do not meet aesthetic and historic standards. Nelson quoted from the ordinance “*Traditional fences in the district were dry stone and wood fencing, which represent a historically authentic kind of fencing. In the case of metal, vinyl, or*



*plastic fences, samples must be provided for evaluation by the Historic Preservation Committee for referral to the Plan Committee. This will provide the use of non-traditional materials that reflect the look of traditional fencing.”*

Plan Committee members agreed with HPC recommendations.

**Thorp moved, Nelson seconded to approve the Accessory Structure/Railing application for RaeAnne LLC at 9922 Water Street, Unit 9, as presented, all nays, and the motion failed.**

A short discussion on whether the applicant should remove the structures. It was decided that the applicant would have until the next meeting to come up with a modification.

**McClellan moved, Bartelt seconded to give RaeAnne LLC at 9922 Water Street, Unit 9, a chance to come up by the next Plan Committee meeting with modifications for the railing and pergola to meet the Historic Preservation ordinances, all ayes and the motion carried.**

**7. Bethany Lutheran Church – 3028 County Q – Design Review – Addition**

Bristol noted that the applicant would like to demolish the existing 1950s addition and construct a new, bigger 410 sq. ft. addition with ADA compliant bathroom, vestry/conference room, and small kitchenette. It would be a wood frame construction with a gable roof 8/12 pitch using gray asphalt shingles. The roof will tie into the addition and make one continuous piece. White (natural Door County limestone) and 6” painted cedar beveled siding and trim, double hung wood windows will be added. All materials would match the existing materials on the church. All existing vegetation and topography would remain as is. The Bethany Lutheran Church has never had a source of water. They would like to share the well with the Pioneer Schoolhouse. Ephraim Historical Foundation (EHF) owns both buildings, the Pioneer Schoolhouse and the Bethany Lutheran Church. Randy Nelson added that the setback of the proposed addition is roughly 35 ft.

Bristol added that because it is a corner lot it is subject to a 40 ft front setback from both rights-of-way. Looking at adjacent surveys, there is an allowance where the Plan Committee can apply setback averaging by using two adjacent properties. In this case, using property to the north with a 22.5 ft setback. Adding 22.5 ft to the standard 40 ft front setback equals 62.5 ft. Dividing by 2 the setback average would be 31.25 ft. Bristol added that if the Plan Committee would like to use setback averaging; used with some regularity; there is a mechanism to allow the addition without the need to go before the Board of Appeals for variance.

Cody Schreck from Ephraim Historical Foundation noted in his letter to the HPC and Plan committee that the Ephraim Historical Foundation Board of Directors met on Friday, October 25, and the Bethany addition was included as part of the agenda. From a design standpoint, there were no motions made to deny the addition as presented. However, the point was specifically made by the EHF board that we do not give permission to tap into the Pioneer Schoolhouse well yet. That aspect of the project is not specifically relevant to HPC, as the committee is bound by the aesthetic regulations of the Historic Ordinance, but it is relevant to the overall project and the Plan Committee's considerations. In short, before EHF makes a motion to approve Bethany tapping into the existing well it was agreed that more data needs to be gathered on the codes/policies on the existing well, the age/capacity of the well, and that there needs to be a Memorandum of

Understanding created between EHF and Bethany outlining responsibilities for utility bills, maintenance, etc.

This item went before the Historic Preservation Committee (HPC) for design review purposes and HPC recommended approval of the colors and materials as submitted.

The Plan Committee members had no issues with the proposed addition.

**Nelson moved, Held seconded to approve the Design Review application for an Addition for Bethany Lutheran Church at 3028 County Q as submitted, based upon using setback averaging, all ayes, and the motion carried.**

**8. Townline 1 LLC – 2848 Valvaere Ct – Design Review – New SFR**

Bristol noted that the applicant was not able to attend this meeting. However, the application is very similar to what was proposed at the previous meetings. The materials were provided. The height at peak would be 25 ft which falls within the 28 ft standard. Bristol has no issues with this proposal.

**Bartelt moved, Thorp seconded to approve the Design Review for New SFR at 2848 Valvaere Ct for Townline 1 LLC, all ayes, and the motion carried.**

**9. Kristin & Dean Nemecek – Concept Discussion – Home Business**

Kristin Nemecek noted that they will be relocating to Ephraim in the Spring of 2025. They are currently working with Van’s Lumber & Custom Builders on developing plans for their new residence that will be located at 9979 Norway St. It is their desire to incorporate a home office serving the operation of Pioneer Acres Cottages. To provide a personal welcome to their guests, they would like to have check-in/registration at their home office. The guests will be encouraged to leave keys in their cottage upon departure. Except for an occasional walk-in guest, this should be the extent of any cottage-related activity on the property. Their home will be in the R-1 zoning district where Home Business/Occupations are listed as conditional uses. They feel comfortable that the proposed level of activity will comply with the standards listed in section 17.15 (4). Re: (j) (3). If the cottage office is not considered a personal service business by the committee, they would ask that it be considered as “other use” as stated in (j) (5). Dean also plans to operate his consulting business out of the office, totally online.

Bristol added that the home office/occupation does require Conditional Use.

**10. Roy Harsch – 9931 Water St – Concept Review – PW footprint modification**

Bristol noted that the applicant was before the Board of Appeals for a variance from the 15' side yard setback standard of the Ephraim Zoning Code as well as variance from the footprint increase standard in the Protected Waterfront (PW) district of Ephraim Zoning Code. Ultimately both variances were denied.

The property is zoned Protected Waterfront. The proposal is for the construction of 56 square foot addition to the subject property. Structures in the PW district are limited to those in existence. Additions to existing structures in the PW district that add footprint can only occur with a variance or with Conditional Use review by the Plan Committee if the footprint from a structure existing on the property that is to be removed can be reclaimed. Additionally, the proposed addition is noncompliant

with the 15' side yard setback requirement of the zoning code, placing it 1 foot from the property line. Construction on the project began without a permit and stop work orders were given at the time.

The Board approved the new Protected Waterfront (PW) Ordinance, and the applicant would like to opinion of the committee on whether there is a mechanism within the code to get the kitchen addition. The biggest piece of this request that is outside of the purview of the Plan Committee is that the proposed addition is noncompliant with the side yard setback requirement. However, the Harsch family is talking with their neighbor; the Munns family; about doing a property swap through a quick claim deed. The Munns family would give the Harsch family a small triangle to make a new kitchen addition to become more conforming than the present corner of the building. In exchange, the Munns family will get a little sliver of the property closer to the water. The swap will make the Munns family slightly more non-conforming to the same side yard setback standards. For this item to be considered by Conditional Use, the Munns family will have to go before the Board of Appeals to get a variance to create a new property boundary. If the Board of Appeals variance is settled, does it still meet the definition of the Ephraim zoning code?

The applicant would like to start the process of asking for a PW Design Review of a modification to their existing cottage located at 9931 Water Street consisting of a small addition to the existing kitchen under the recent adoption of the Village of Ephraim Ordinance No. 05-2024. It will possibly be the first request to be submitted under a newly adopted ordinance.

Harsch apologized for his mistake. It was a bad decision, and he has been paying the consequences. Harsch explained that they would like to obtain a building permit to construct an 80-inch by 90-inch or 6-foot 8-inch by 7-foot 6-inch addition to the kitchen. This addition would occupy the space inside the rectangle formed by the extension of the west side of the cottage out to the extension of the north wall of the existing screened-in porch. The existing house, as it was originally constructed and expanded, was built at an angle very close to the original property line dividing 9931 and 9929. The existing cottage's southwest corner is 8 feet from the property line, the existing northwest corner is 1.3 feet from the existing property line and the corner of the existing screened porch is 10 1/2 feet. Therefore, the cottage's existing west wall is currently nonconforming with the present 15-foot setback requirement.

By way of background, the present cottage was originally built by his wife's family in 1920 as a boat house. The Vail family at that time had built the original house on the adjacent property at 9933 Water Street and the original house up the hill at 3024 German Road. As was the common practice at that time, all these Vail houses were built without kitchens because summer residents took their meals at the various hotels located throughout the Village. These houses were built prior to the enactment of zoning restrictions and building codes by the Village of Ephraim. As commonly occurred throughout the Village of Ephraim, the Vail family remodeled these three houses to build kitchens. Their cottage was created when the original boat house was remodeled in 1940 to include a kitchen, bathroom, two bedrooms, and screened porch. The cottage footprint has remained the same footprint for the past 84 years. When the Village of Ephraim enacted their zoning restrictions, the Vail houses at both 9931 and 9933 were nonconforming with respect to both the front yard setback requirement of 30 feet and the side yard setback of 15 feet. Harsch and his wife purchased a half interest in the 9931 Water Street cottage in 1988 from the two members of the Vail family who also owned the 9933 Water Street house. Leslie's father owned the other half interest. In 2015 they obtained ownership of his half interest from her mother following the death of her father. Vail family members have

owned both the 9931 Water Street and the 3024 German Road houses for more than 100 years.

In 1940 the existing kitchen at 9931 Water Street was constructed in a very small 7 by 10 feet space. It is very cramped and is impossible to have more than two people in the kitchen when cooking or serving. Because of the very small space between the stove and the opposite cabinet and refrigerator, it is impossible to open the refrigerator door while someone is cooking. This 21-inch space precludes standing in front of the stove and opening the oven door. When putting something into the oven or removing it, you must stand by the side of the stove and open the door. This is very difficult to do for anyone and is increasingly harder for both Leslie and Roy. It also is not a safe way to cook. There have been a few times that hot pans have been dropped, the contents spilled, and people burned. Roy provided the committee with visual documentation and explained what was proposed to be done.

The excavation for the proposed addition, the removal of several stumps, and the concrete footing, concrete floor, and stone foundation will allow them to correct a water problem that has existed for some time. Rainwater from their roof and two downspouts from the roof of the house on 9929 Water Street have contributed to ponding in the corner area between the existing stone foundation of the screen porch and the existing kitchen. This has caused some damage to the foundation and has contributed to the wetness of the crawl space below the house. They believe that the concrete footing and floor will tie the existing stone foundation together, contributing to its longevity. Along with the thick foundation, it will provide a barrier for the rainwater that will direct it to the proposed gravel French drains that will allow it to be absorbed into the ground or be diverted downgrade through the existing landscaped bed to the stone drains they installed as part of the shoreline protection that they installed jointly with 9929 Water Street.

It is and will remain a traditional cottage that has cedar siding that is painted white, a green gabled roof, and continues to maintain its present vegetation and topography. They made a significant effort to construct their shoreline protection in conjunction with their adjacent neighbors to provide a pleasing view out to the bay and a traditional view from the water. The manner of the original placement of the buildings close to the existing property boundaries on 9931 and 9933 by the Vails afforded the public-wide expanse of a view of the bay between the two houses which remains today. The shoreline protection they implemented at their cottage maintains this public view and the proposed addition does not impact this view in any manner.

Because the new northwest corner of the proposed addition wall would extend to the existing property line, they reached an agreement with Tom Munns (9929 Water Street) to change their respective property boundaries. They would like to obtain ownership from Munns of a small triangle. This triangle is shown on the attached Site Map prepared by Stantec. This Site Map also shows the identical triangle that would be transferred to Mr. Munn that starts at our common highwater mark. Given these changes the kitchen addition will not be as close to the property line as the existing northwest corner of their cottage is now.

Thorp inquired about the offset, so the square footage is not increased. Bartelt read from the PW ordinance; *“the footprints in the PW District can be modified but increases to the total footprint of individual structures within the district are prohibited.”* Harsch said that he can offset a portion of the storage shed which is part of the primary structure but has an outdoor entrance. Bristol noted that the offset cannot be any space outside of the exterior walls.

Bartelt would like to see the drawings of the old and new with clear dimensions, so they can be compared at the next meeting. Committee members agreed. If the committee is satisfied with the plans, then Mr. Munns will be encouraged to pursue the variance through the Board of Appeals. If the variance is approved, the application can come back to the Plan Committee for a Conditional Use Hearing.

Harsch concluded that he would not like to be in a position where he would have to tear down the family house. The alternative would be tearing it down and building it to the maximum extent which would be costly and will do nothing to maintain the look of Ephraim that makes Ephraim quaint. Harsch does not want to replace the house with a modern structure. However, that is the option.

**11. New business for next meeting/next meeting date:** The next meeting is Tuesday, December 17, 2024, at 7:00 PM. There will be no working session.

**12. Adjournment:**

<b>Nelson moved, Samson seconded to adjourn the Plan Committee Meeting at 8:45 PM, all ayes, and the motion carried.</b>
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Recorded by,

Andrea Collak-Clerk/Treasurer

VILLAGE OF EPHRAIM  
ACCESSORY STRUCTURES PERMIT APPLICATION

All Structures Must Adhere To All Village of Ephraim Ordinances

OWNER /PROPERTY INFORMATION

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

Property Owner: Rae Anne LLC

Phone # (773) 550 - 6800

Location of project: 9922 wata st unit 9 Historic District?  Yes  No

Contractor/Contact: Mike Tomasiak Phone: (773) 550 - 6800

Type of Structure:

Storage Shed  Fence -  Solid  See Through  Deck/Patio Other Pergola

Use of Structure: \_\_\_\_\_

Type of Material:  Wood  Cement/Brick  Combination

Fabricated Material  Stone  Metal  Other please Specify Aluminum

Repair/Replacement  Yes  No

Height of Structure: \_\_\_\_\_ Foot 42" Inches Location on Property \_\_\_\_\_

Cost of Materials and Labor \$ 4,000 + 2,000

INCLUDE WITH THIS APPLICATION

Building plans, including all elevations, floor plans.

Brief description of construction: Replace wood deck w/ Alum.

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: [Signature] Application Date: 10-25-24

Print Name: MIKE TOMASIAK

Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	FOR OFFICE USE ONLY	Permit # _____
Permit Fee: \$ _____	Date Permit Issued _____	
Zoning Administrator Signature: _____		

Thursday, December 12, 2024

## Brent Bristol

Village of Ephraim

Administrator

Zoning Administrator

Harbormaster

920-854-5501

[bbristol@ephrain.wi.gov](mailto:bbristol@ephrain.wi.gov)

RE: Commercial Railing & Pergola (9922 Water St. Unit 9)

Hello,

First, we would offer again our sincere apologies for overlooking this very important approval process. It is our hope - we can work together - for an amicable solution.

We would like to suggest to the Board for approval.

**1. With regard to the Pergola:**

Since it is already white, and set back on the side of the building, we are suggesting to the Board that we would apply Wood Grain PVC to the face of the Pergola. The Front part that is seen would be covered in PVC wood Grain Boards. This *Wood Grain PVC* is the exact material that is on the building itself and will blend in much better than the smooth white it came with. For example:





## 2. With regard to the Commercial State Approved ADA railings:

We actually tried to model our railings after the black railings at the Historic Village Hall. In the beginning we were told that Black and White were acceptable, and as we drove around the village, we noticed the Black and white street signs as well as the new black lighting. We especially liked the black railings at the village hall and how they contrasted with the buildings stone etc. This contrast is what looked so appealing to us, especially since the railings were safely separating patrons from the parking lot. Our main goal was safety and not having white railings blend in with the white building, so cars can actually see the divide. Many children and families will be sitting on the patio and the black railings were a much safer choice. However, if too much of the black is not approved, we can do a few things to whiten things up even more to your liking.

1. We can apply more of the wood grain pvc boards to the face of the railings. This would cover most of the black.
2. In the Spring we can install white flower boxes. This will be very vibrant and colorful and the greenery will water fall over and cover much of the black.
3. The bushes are in their infancy but once they grow and the flowers bloom, much of the bottom will block the black as well.

For example, this AI picture is attempting to show how it may look with flowers in bloom. In actuality it will be more abundant.





Our original inspiration:







For example, we can cover the face from the street.













## 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

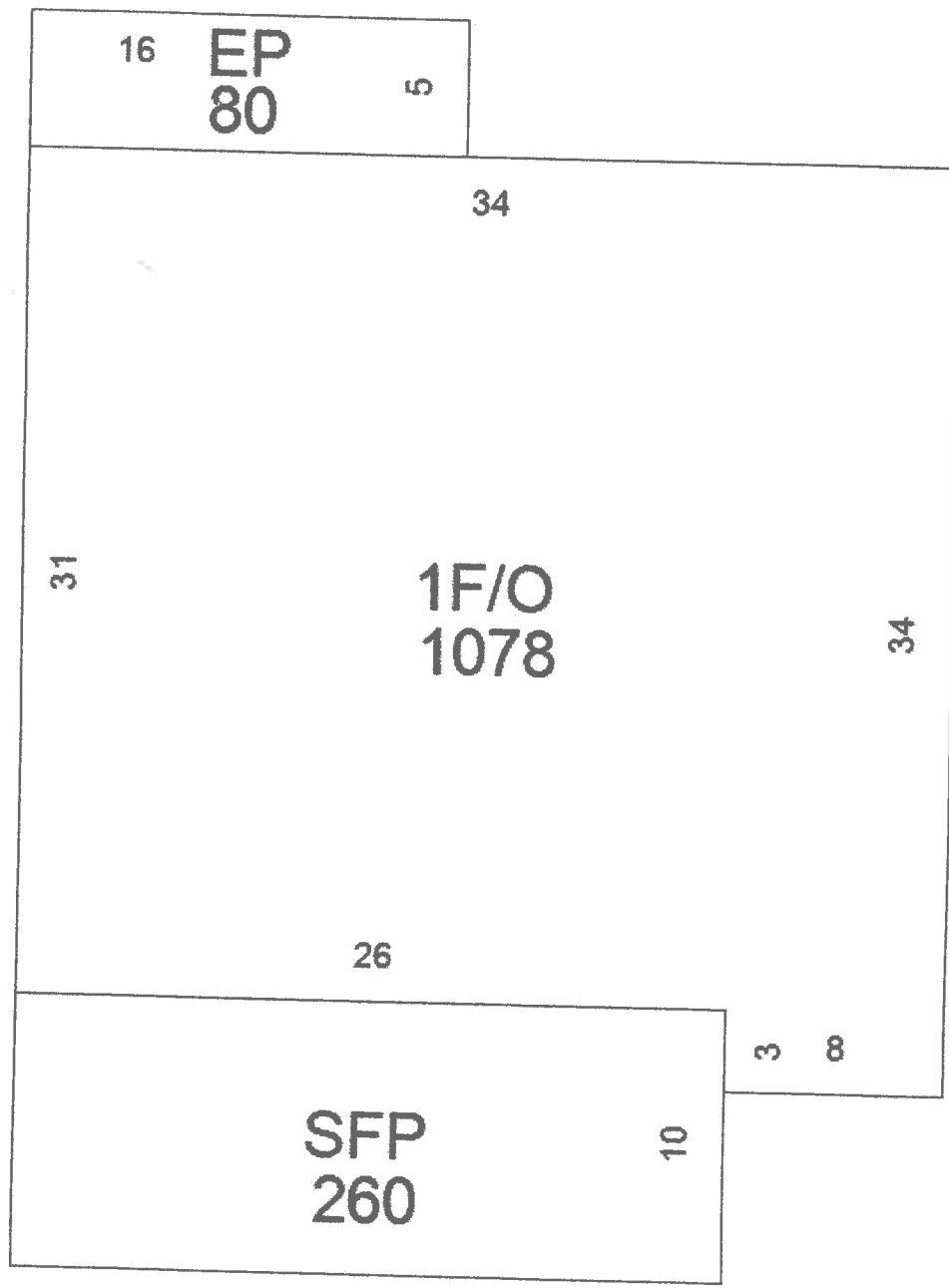
As we discussed I would like to have the opportunity to briefly address the Planning Committee at their meeting this coming Tuesday regarding starting the process of asking for PW Design Review of a modification to our existing cottage located at 9931 Water Street consisting of small addition to the 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.



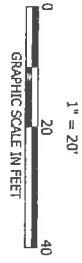
Drent

Either you or the committee asked for a diagram of the storage area. This is from the Village records. The storage area is EP 80 and has  $80 \text{ ft}^2$ . The addition is the 8' by 7' area with the corner filled in and has  $56 \text{ ft}^2$ .

~~10/1~~



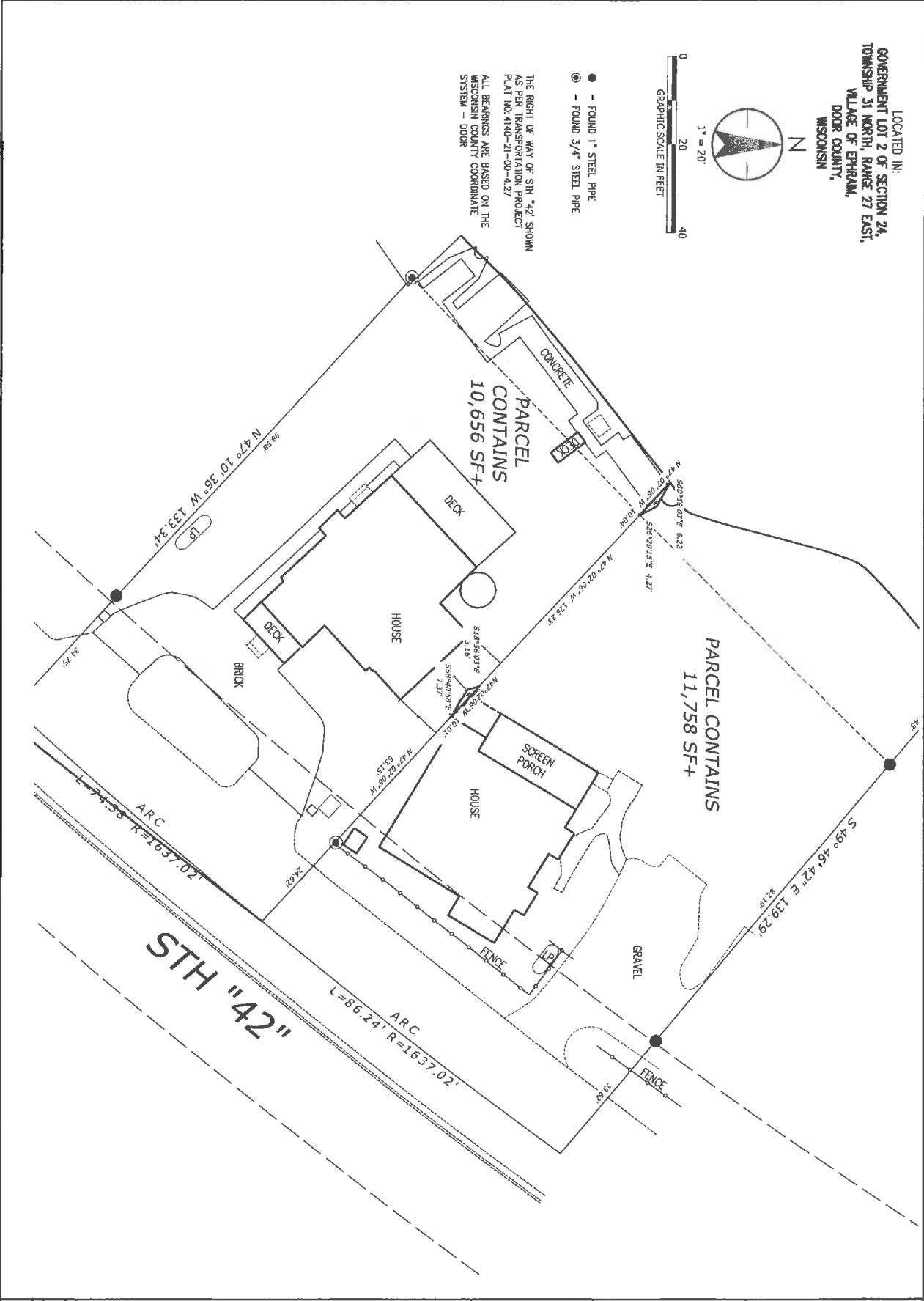
LOCATED IN:  
 GOVERNMENT LOT 2 OF SECTION 24,  
 TOWNSHIP 31 NORTH, RANGE 27 EAST,  
 VILLAGE OF EPHRAIM,  
 DOOR COUNTY,  
 WISCONSIN



● - 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>	
--	--	--	---	--

**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  Land Disturbance Application  
 Drainage Plan  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 # 1  
*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) \_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_

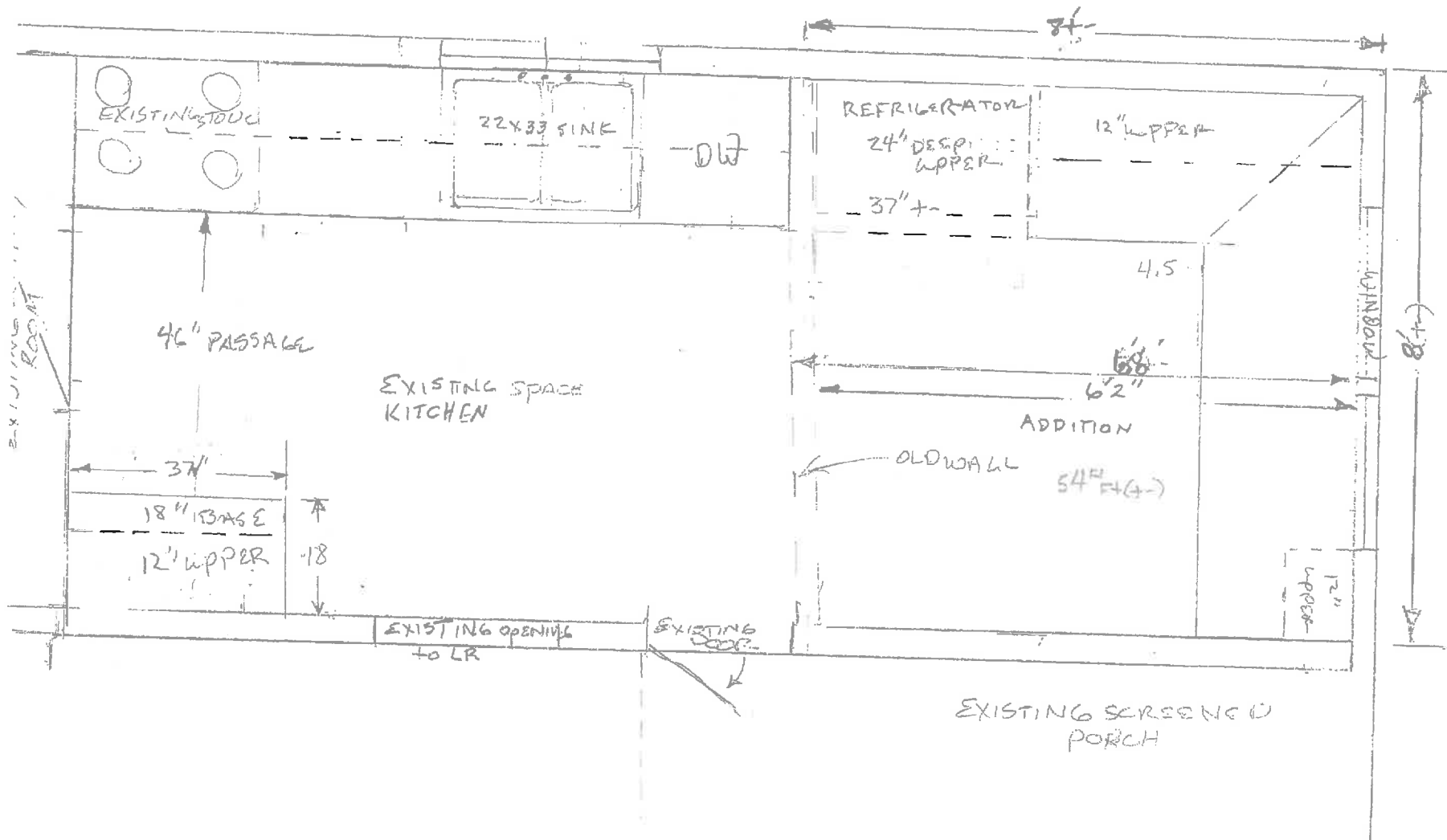
Restrictions: \_\_\_\_\_



# Contenido Aerial Water View 2023



1/2" = 1' SCALE





#3

CHATEAU GREENLOWENS CORNING  
ARCHITECTURAL SHINGLES TO  
MATCH EXISTING

12" TO MATCH  
EXISTING  
PITCH 4"

EXISTING SCREENED  
PORCH

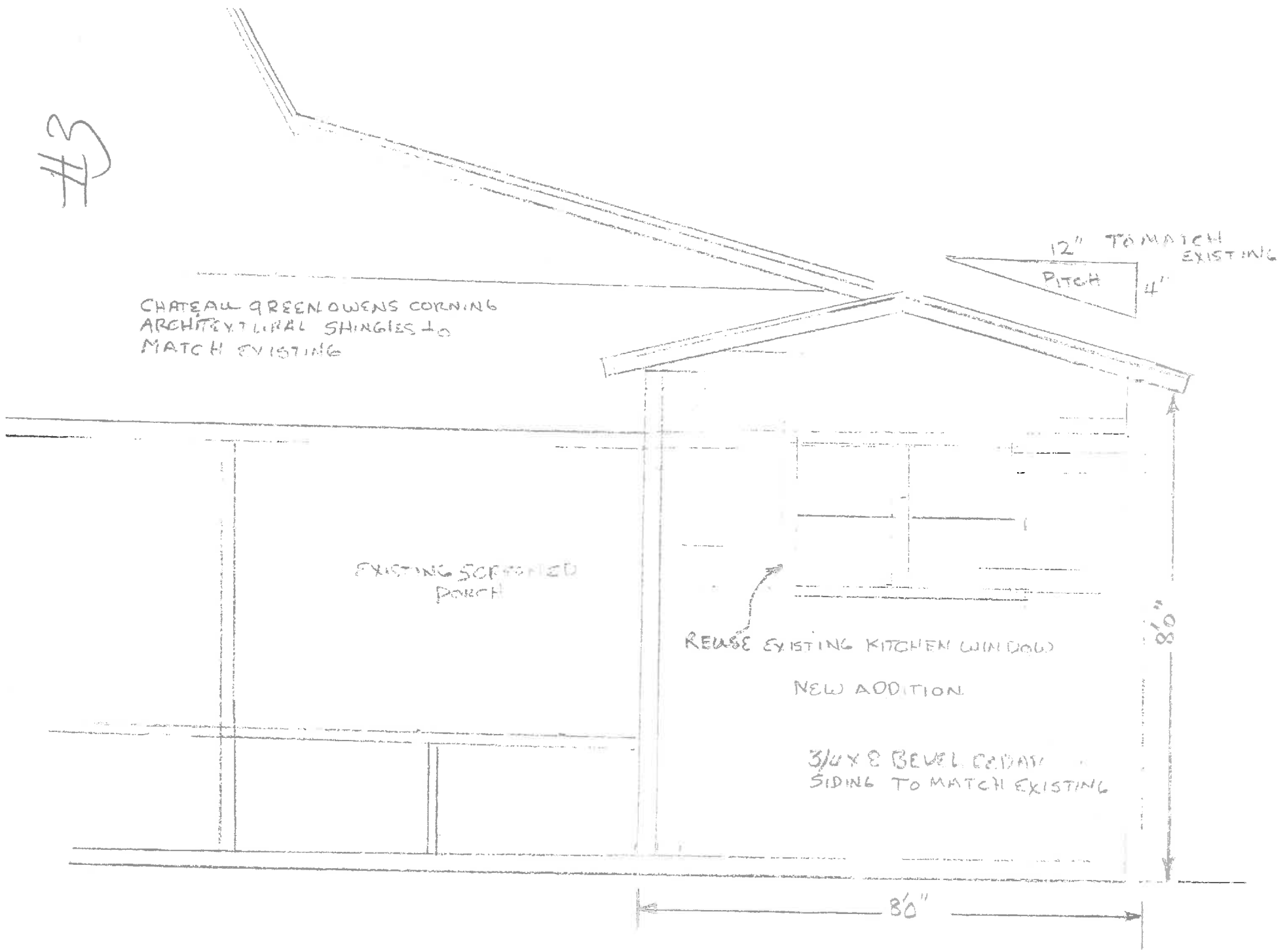
REUSE EXISTING KITCHEN WINDOW

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 PW District.**

**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

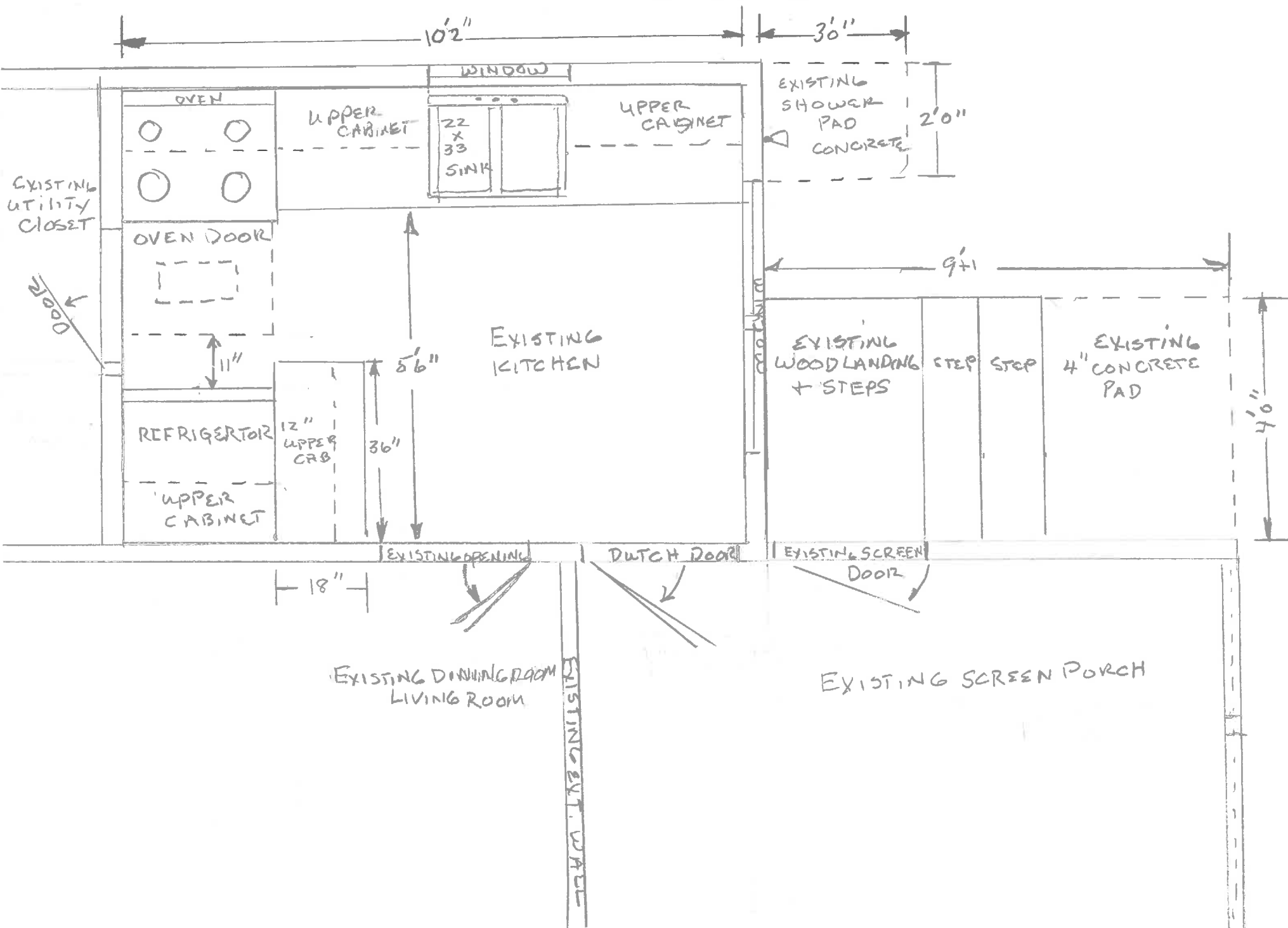
Published this \_\_\_\_ day of \_\_\_\_\_ 2024







EXISTING STRUCTURE  
INCLUDING ANCILLARY  
STRUCTURES



# VILLAGE OF EPHRAIM

FOUNDED 1853



## Conditional Use – Additional Accessory Building

Michael Larsen - 2951 Valentine Ln

Tuesday – December 17, 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, December 17, 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 building.

This request previously came before the committee in September, that vote ended in a failed motion with a 2-2 vote, however the committee decided to re-hear the request in December.

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/476929373>

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

**Access Code: 476-929-373**

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

	<b>Date: <u>12/5/2024</u></b>
<hr/> <b>Andrea Collak, Clerk</b>	<input checked="" type="checkbox"/> <b>Village Administrative Office</b>
	<input checked="" type="checkbox"/> <b>Visitors' Center</b>
	<input checked="" type="checkbox"/> <b>Post Office</b>
<hr/> <b>Kim Roberts, Deputy Clerk</b>	<input checked="" type="checkbox"/> <b>Website <a href="http://www.ephraim-wisconsin.com">www.ephraim-wisconsin.com</a></b>
	<input checked="" type="checkbox"/> <b>Emailed to WDOR Radio</b>
	<input checked="" type="checkbox"/> <b>Emailed to Peninsula Pulse</b>

**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

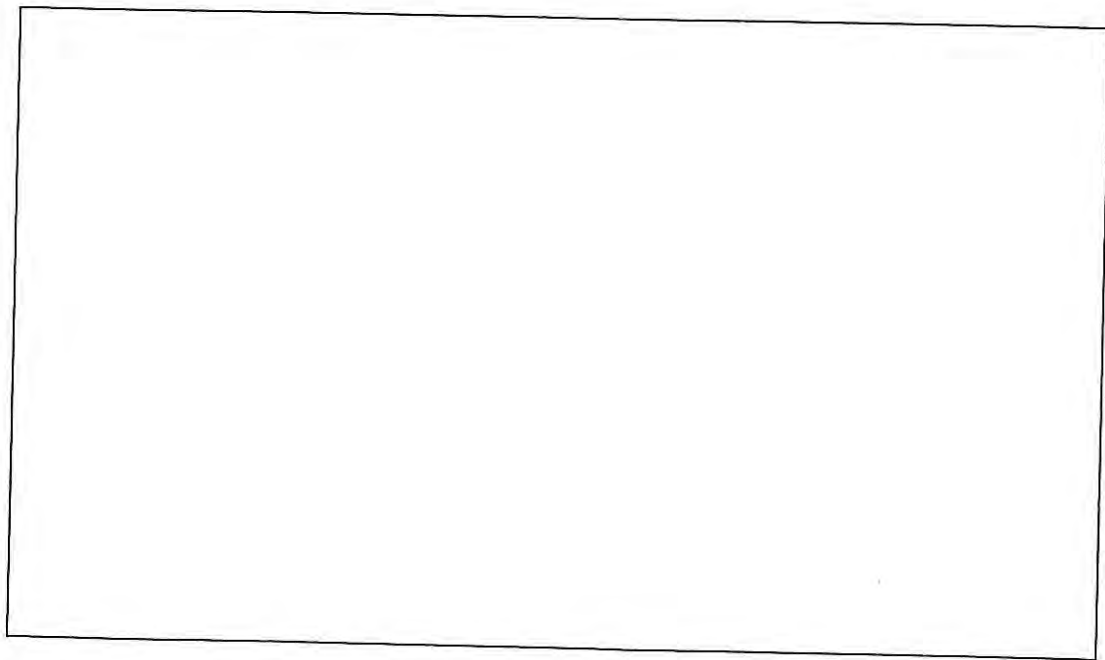
Address of property owner: 2951 Valentine Lane Ephraim, WI 54211

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.

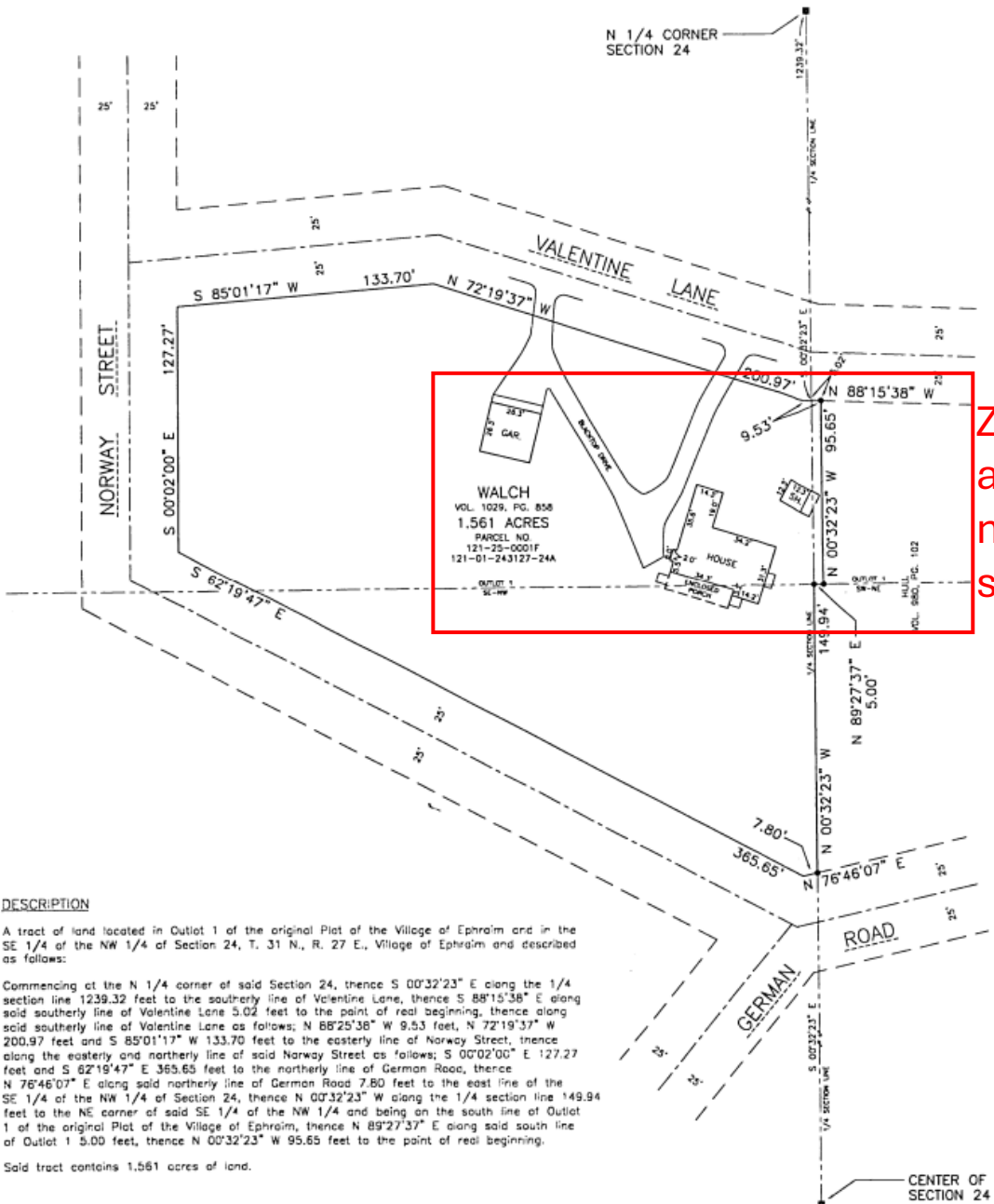
Signature of Applicant: \_\_\_\_\_ Application Date: 8/5/2024

Print Name: Michael S. Larsen

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

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

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



Zoom in  
area on  
next  
slide

**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.



**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.

**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.  
 R.L.S. S-1280



OCT 15 2005



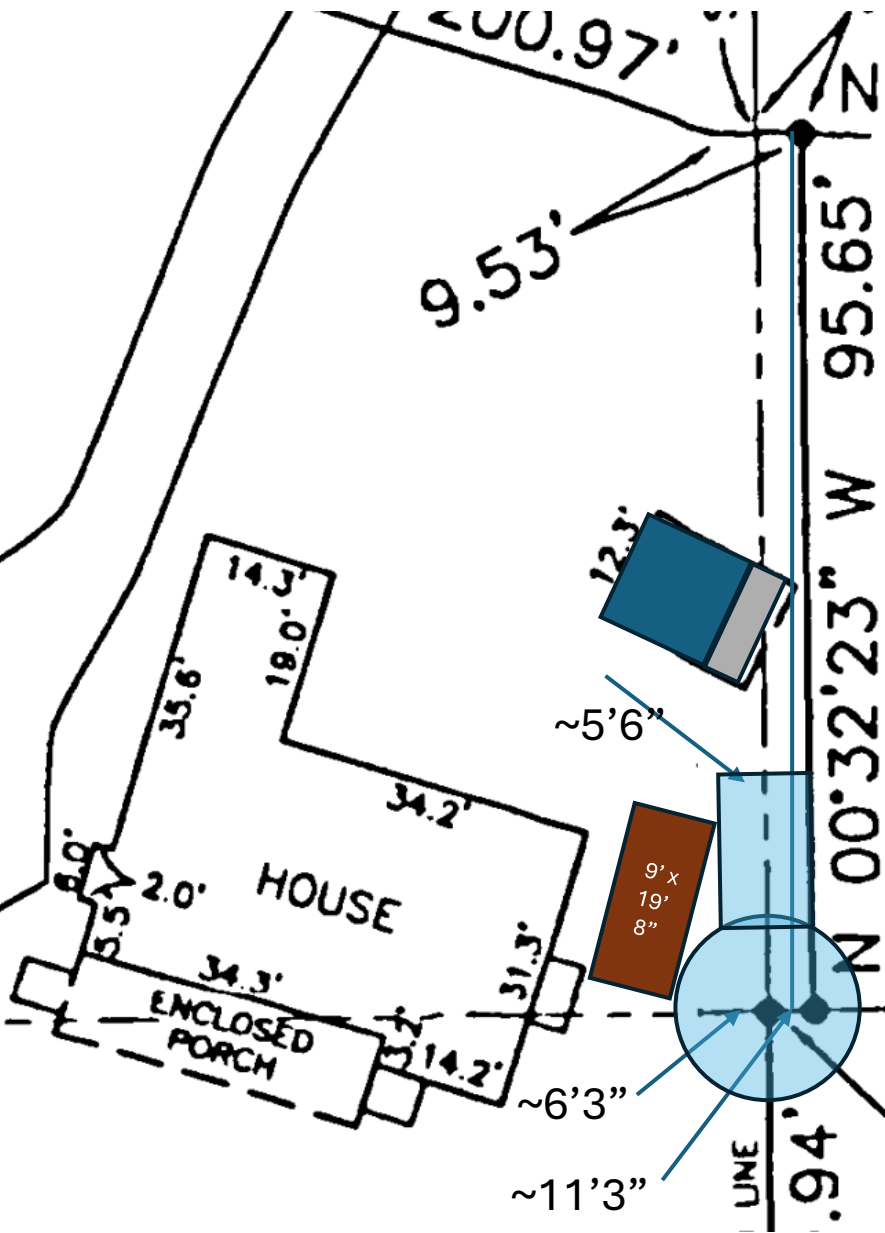
121-25-0001F

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



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



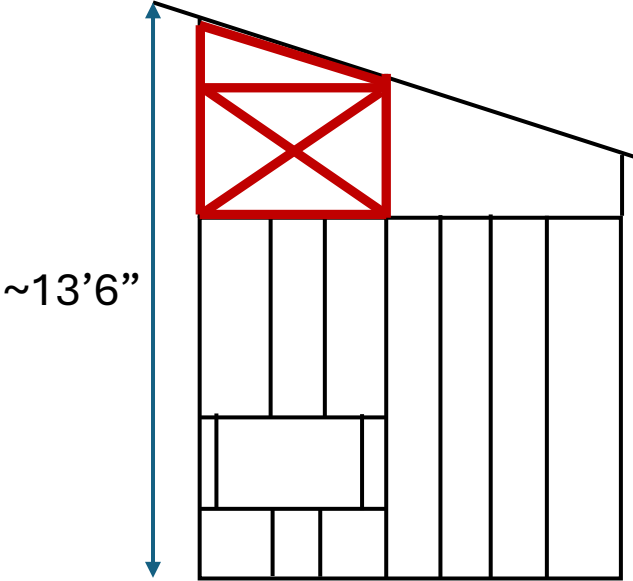
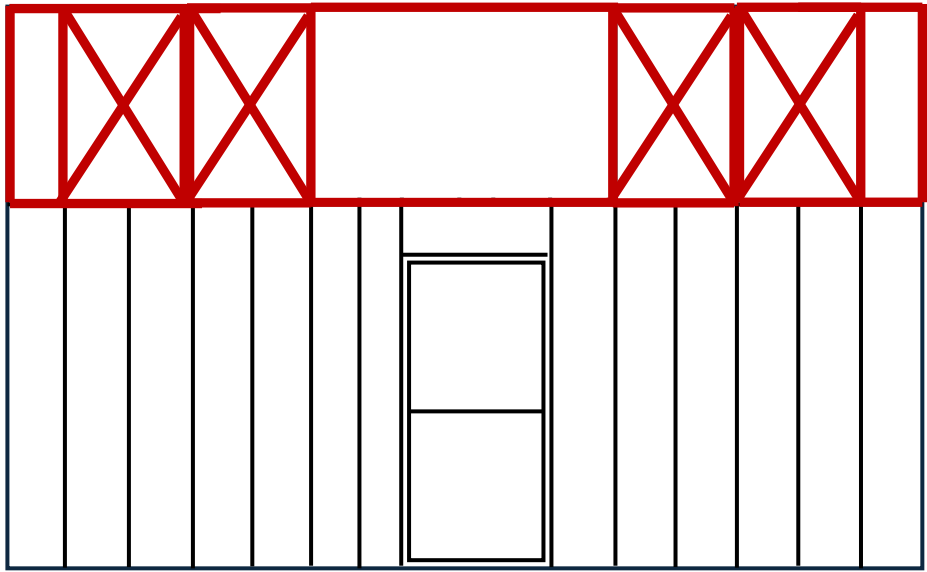
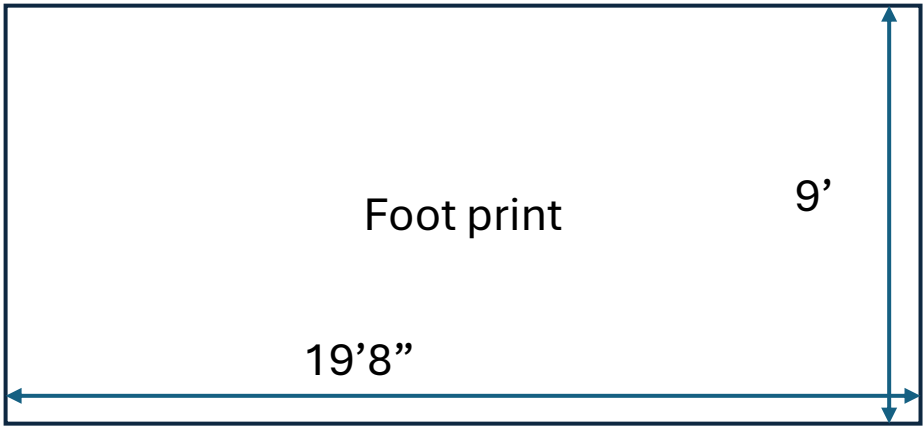
Move the coop to the side near the house

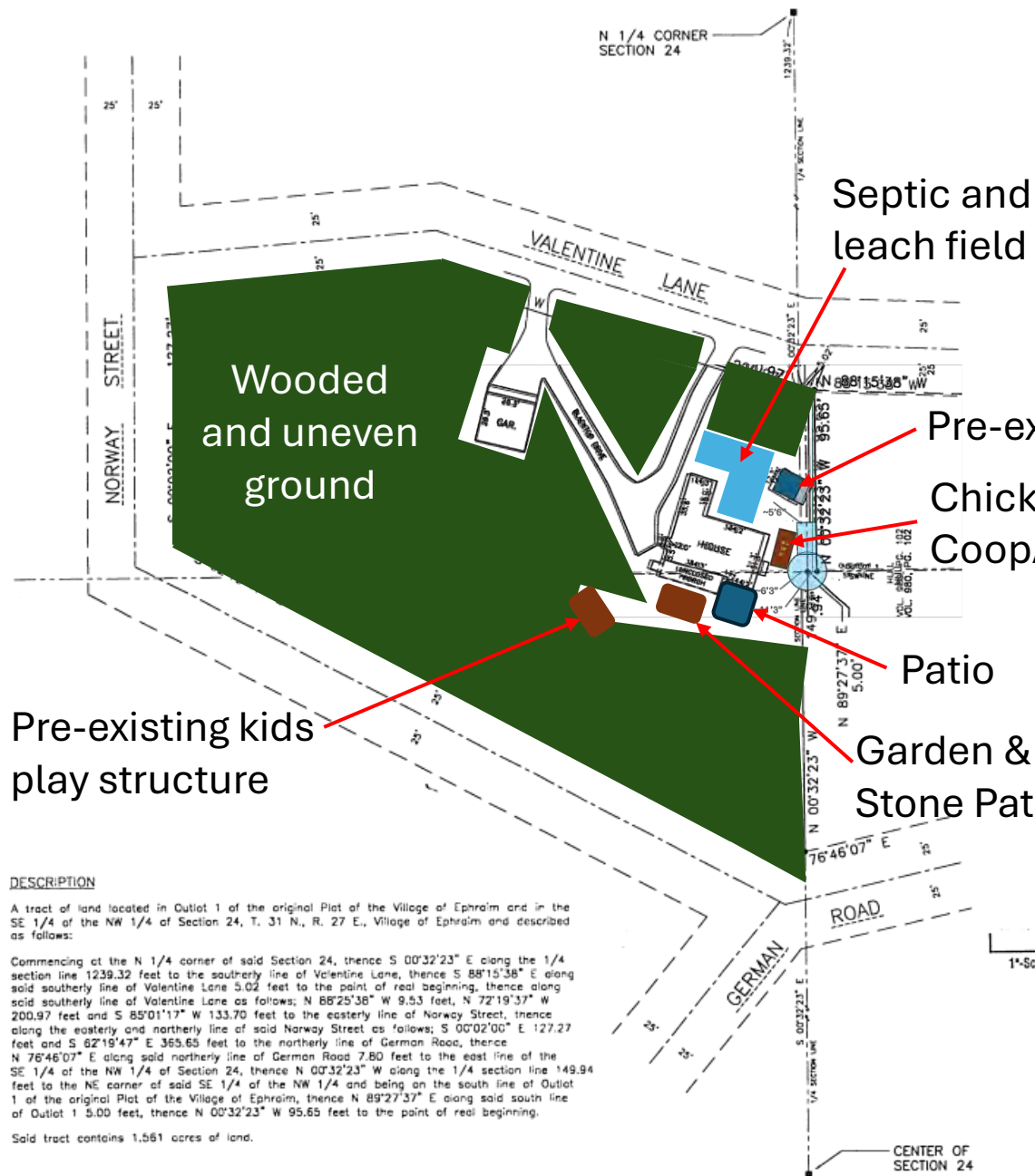
Narrow the structure from 13.6 feet to 9 feet at base with 6" roof overhand, giving a >10' setback from side property line











**LEGEND**

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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.*  
Kenneth J. Brey, Jr.  
R.L.S. 5-1280

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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:

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Said tract contains 1.561 acres of land.

RECEIVED  
DISTRICT

OCT 15 2005

12125  
0001F

**WISCONSIN**  
KENNETH J. BREY, JR.  
S-1280  
STURGEON BAY, WI  
LAND SURVEYOR

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

5643



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.

Tax Year	Prop Type	Parcel Number	Municipality	Property Address	Billing Address
2024	Real Estate	121250001F	121 - VILLAGE OF EPHRAIM	2951 VALENTINE LN	LARSEN FAMILY TRUST PO BOX 292 EPHRAIM WI 54211

Tax Year Legend: = owes prior year taxes = not assessed = not taxed Delinquent Current

### Property Summary

Parcel #:	121250001F
Alt. Parcel #:	15 121 4 31 27 24 2 01 001
Parcel Status:	Current Description
Creation Date:	1/1/2006
Historical Date:	
Acres:	1.800

### Property Addresses

Primary	Address
<input checked="" type="checkbox"/>	2951 VALENTINE LN 54211

### Owners

Name	Status	Ownership Type	Interest
LARSEN FAMILY TRUST	CURRENT OWNER		
CRANE TRST, JAMES S & CAROLE D	FORMER OWNER		
EPHRAIM SHORES LLC	FORMER OWNER		
WALCH, JUDITH T	FORMER OWNER		
WALCH, PETER V.	FORMER OWNER		

### Parent Parcels

No Parent Parcels were found

### Child Parcels

No Child Parcels were found

### Workflow History and Messages

No Flag/Messages were found

### Abbreviated Legal Description

(See recorded documents for a complete legal description)  
 EPHRAIM PLAT COM 1239.32'S & 5.02'S88°E N1/4 COR SEC 24: N88°W9.53' N72°W200.97' S85°W133.70' S127.27' S62°E365.65' N76°E7.8' N149.94' N89°E5' N95.65' 'BG. (PART OF OUTLOT 1)

### Public Land Survey - Property Descriptions

Primary	Section	Town	Range	Qtr 40	Qtr 160	Gov Lot	Block/Condo Bldg	Type	#	Plat
<input type="checkbox"/>	24	31 N	27 E	SE	NW					METES AND BOUNDS
<input checked="" type="checkbox"/>	24	31 N	27 E			1				EPHRAIM PLAT (OUTLOTS)

### District

Code	Description	Category
	DOOR COUNTY	OTHER DISTRICT
	LOCAL	OTHER DISTRICT
	STATE OF WISCONSIN	OTHER DISTRICT
2114	GIBRALTAR SCHOOL	REGULAR SCHOOL
	EPHRAIM - 2	OTHER DISTRICT
	N.W.T.C.	TECHNICAL COLLEGE

### Associated Properties

No Associated properties were found

- [View GIS Map](#)
- [Property Summary Report](#)
- [View Survey Document](#)
- [View Permits](#)

# VILLAGE OF EPHRAIM

## FOUNDED 1853



### Plan Committee Meeting Minutes Tuesday, September 24, 2024 – 7:00 PM

**Present:** Andrew Bartelt, Grace Held, Susie Samson, BD Thorp

**Absent:** Monique McClean, Michael McCutcheon, Kenneth Nelson

**Staff:** Brent Bristol- Administrator, Andrea Collak – Clerk/Treasurer

**Guests:** Michael Larsen, Roy Harsch, Diane Taillon, Duska Pearson, Kelsey Stone, Lane Methner, Paul Wilson

1. **Call to order:** Bristol – Administrator/Zoning Administrator called the meeting to order at 7:00 PM. Bristol asked committee members to appoint the chair for this meeting.

**Held moved, Bartelt seconded to appoint Thorp to chair this meeting, all ayes, and the motion carried.**

2. **Quorum:** A quorum is present for this meeting.

3. **Approval of previous minutes**

**Samson moved, Bartelt seconded to approve the Plan Committee meeting minutes from August 27, 2024, as presented, all ayes, and the motion carried.**

4. **Changes in Agenda:** None

5. **Visitors' comments:** None

6. **Michael Larsen – 2951 Valentine Ln – Conditional Use – Additional Acc. Structure**

Bristol noted that the Board of Appeals request for a variance was denied at the August 22, 2024, Board of Appeals hearing. Two applications on the Board of Appeals agenda were seeking after-the-fact variances for structures that were partially constructed without a permit. The applicant was before the Plan Committee last month for a concept review. The applicant applied for a conditional use to build an additional accessory structure on the property. By ordinance, every additional structure over one requires Conditional Use.

Notice was sent to all Ephraim property owners and neighboring municipalities within 300' regarding this Conditional Use application. Bristol has received two pieces of written correspondence regarding this application.

**Kim Barkmeyer, 2964 Valentine Lane**, lives across the street from the Larsen's and has no objection to my neighbor building a chicken coop and run enclosure.

**Scott and Duska Pearson, 2928 Valentine Lane**, are not in support of approval of the new additional accessory structure at 2951 Valentine Lane. They believe that the village requires special approval for conditional use of accessory structures with an aim towards furthering the aesthetics of the village. The property currently has multiple accessory structures visible from village streets and neighboring properties. They believe that modifications to the existing garage or shed on the property could accommodate a chicken coop and if designed appropriately, would mitigate aesthetic impact on Valentine Lane.

Larsen stated that in the Spring of 2022, some friends offered their 3 sons 8 chickens to raise. They picked up a small coop from Tracker Supply and placed it on the top of a planter box out back of the house. They had no idea that those pre-existing planter boxes were already encroaching on a 10'

setback from the side property line. To try and protect the chickens, a modest 4' tall run enclosure was built. Once a net was put over the top, the protection from predators was not very good. All 8 chickens were killed in late winter/early spring 2023. Because children loved taking care of the chickens and collecting eggs, they decided to replace them and built a new run enclosure that is more substantial and safer against predators. It is tall enough so that he could help the children when needed. Larsen mentioned that it never occurred to him that they might be encroaching on a property line, certainly no more than the pre-existing buildings and planters already did. The construction is currently halted.

The applicant explained that they would like to use the chicken run and coop for raising chickens for eggs. The structure would be located near the east property line, between the shed and patio/house. The structure is made of plywood with plastic roofing, chicken wire, and dirt floor. The chicken coop and run enclosure area was modified after the Board of Appeals hearing. It is smaller and has a 9'x 19'8" footprint with a single rake roof reaching a maximum height above the ground of approximately 13" (at the peak of the roof and lowest point of the ground). It will comply with the 10' setback from the side property line requirement.

The placement of the coop/run is the least visible from all but the closest neighbor. They talked with the closest neighbors, and they said it was fine with them. The location minimizes the visibility from the streets and most other neighbors and preserves the most trees. This is the most convenient and best location for the enclosure. The applicant has no issue with screening the side that is visible from the street with either plants or firewood. He suggested extending the overhang of the roof on that side and making it a place for storing the firewood to keep it dry.

M. Larsen concluded that when complete the outer chicken run enclosure will be painted to match the house and the shed (cream and burgundy trim) once they have permission to finish the structure. They would like to make it a very appealing-looking and visually pleasing structure. Larsen highlighted that the structure has been intentionally built as screw together structure so that one day when his kids are done wanting to raise chickens it can be easily disassembled and taken down. He always looked at it as a temporary structure.

Larsen provided the committee with a visual demonstration of what the chicken enclosure looks like now and what is proposed.

Held asked whether the applicant considered using the shed as a temporary chicken coop and converting it back to a shed once they were done raising chickens. Larsen said that they did not consider that option. The shed has other functions. It is a finished shed with a concrete floor foundation, insulation, and drywall. It will turn into unhealthy conditions that chickens face in large farm environments with no natural connection to the dirt and healthy microbes in the soil. Larsen believes that would be a poor choice to house the chickens.

Thorp asked whether they considered adding on to the garage. Larsen said that would require cutting down the trees. There is no perfect solution no matter how much land anyone has. The proposed location is the least visible location from most of the neighbors and streets and does not require cutting down the vegetation.

Bartelt noted that the applicant has done everything the Committee has asked. Bartelt likes it would be painted to match the other structures on the property.

Thorp mentioned that some of the neighbors in that area are concerned about the unfinished look, health concerns, and property values. Thorp would like to keep neighbors happy.

Thorp asked the committee members to consider putting on a couple of conditions if this item is approved.

The short discussion regarding the deadline for a fully finished structure, what section of the chicken structure should be paneled, and what section should have a chicken wire. The committee discussed whether the chickens should have free run, or they should always be contained in the chicken run enclosure, so they do not cross on neighboring property. The applicant is willing to keep them in the enclosure if that is required. Bristol said the committee should consider the whole property in case the applicant decides to make a little fenced area for chickens to forage.

Duska Pearson said that the property in question has land where the chicken enclosure can be built. Also, what is the application for the rest of the village residents? Pearson said she would also apply for an additional accessory structure. People would ask for one more structure on their property. Are we prepared for 3 additional structures on every property in Ephraim? Pearson feels that the standard has changed, and the applicant was not required to present the committee with architectural drawings or materials. Pearson believes that the aesthetic of Ephraim should be maintained everywhere in Ephraim. It is not a chicken opposition but a standard opposition, concluded Pearson.

The committee members discussed how to include a "temporary" component in the motion.

Larsen is happy to receive inputs from neighbors either directly or through the Village. He would like to support his kids independent of these challenges. If there are conditions, he would like to do his best to fulfill those conditions.

Pearson believes that fencing should be discussed as part of this plan. Especially, if the chickens should be contained within the whole property and not just the chicken enclosure.

Bristol noted that it is a burden of the applicant to keep the chickens on their property, with or without a fence. Otherwise, the permit will be revoked. The process is outlined in the ordinance for conditional use. If there is evidence that something is out of compliance, it will come before the Plan Committee for discussion.

Diane Taillon cannot say with certainty whether the approval of this will affect the property values. However, if the potential buyers were looking at a home and chickens were out on the neighboring property, they might not consider purchasing the home because of it. Thorp added that the appeal of the neighborhood can go down. That may bring the prices down. Bartelt noted that there is an ordinance that allows chickens. Maybe such an ordinance should not exist.

**Bartelt moved, Samson seconded to approve the Conditional Use application for an Additional Accessory Structure for Michael Larsen at 2951 Valentine Lane for the purpose of keeping chickens with the conditions that the structure would be finished within 120 days with proposed modifications such as painting, paneling and screening of the structure from neighboring properties and street, chickens should be contained within the property at all times, the structure should only be temporary structure for no longer than 18 years, and that the structure should be taken down within 12 months when done raising chickens; any violation of above conditions would result in voiding of the permit; Samson aye, Held nay, Bartelt aye, Thorp nay, and the motion failed 2 to 2.**

**7. Lisa Forsman – 2940 Wilder Ln – Concept Review - Greenhouse**

Bristol noted that the contractor for Portside Builders Inc. reached out to him regarding adding a greenhouse to 2940 Wilder Lane. It is a 15-acre parcel in a Rural Residential District. This would be a Conditional Use application for an additional accessory structure and might need an exception for being sided in front of the principal building. The picture was attached.

Kyle Daoust, Remodel Salesman/Designer from Portside Builders Inc explained in his letter that the lot size is just over 15 acres. It has a long driveway hidden deep in the woods. The new well is being drilled to be a seasonal well and no new septic is being run anywhere. The well will be within 25' of the proposed greenhouse. The unit will go on top of Portside's subbed-out foundation system.

The committee members are concerned about another accessory structure on the property. Thorp said that discussion on the number of accessory structures was supposed to be discussed this afternoon at the Plan Committee Working Session meeting but there was no quorum. It will be discussed the next month.

Bartelt has no concerns with the structure. Held likes the concept of the greenhouse. Also, it is a big property and not in view of anyone. Samson said that the proposed structure is very attractive. However, it is adding another building.

**8. Roy Harsch – 9931 Water St – Concept Review – PW footprint modification**

Bristol noted that the applicant was before the Board of Appeals for a variance from the 15' side yard setback standard of the Ephraim Zoning Code as well as variance from the footprint increase standard in the Protected Waterfront (PW) district of Ephraim Zoning Code. Ultimately both variances were denied.

The property is zoned Protected Waterfront. The proposal is for the construction of 56 square foot addition to the subject property. Structures in the PW district are limited to those in existence. Additions to existing structures in the PW district that add footprint can only occur with a variance or with Conditional Use review by the Plan Committee if the footprint from a structure existing on the property that is to be removed can be reclaimed. Additionally, the proposed addition is noncompliant with the 15' side yard setback requirement of the zoning code, placing it 1 foot from the property line. Construction on the project began without a permit and stop work orders were given at the time.

The Board approved the new Protected Waterfront Ordinance, and the applicant would like to opinion of the committee on whether there is a mechanism within the code to get the kitchen addition. The biggest piece of this request that is outside of the purview of the Plan Committee is that the proposed

addition is noncompliant with the side yard setback requirement. However, the Harsch family is talking with their neighbor; the Munns family; about doing a property swap through a quick claim deed. The Munns family would give the Harsch family a small triangle to make a new kitchen addition to become more conforming than the present corner of the building. In exchange, the Munns family will get a little sliver of the property closer to the water. The swap will make the Munns family slightly more non-conforming to the same side yard setback standards. For this item to be considered by Conditional Use, the Munns family will have to go before the Board of Appeals to get a variance to create a new property boundary. If the Board of Appeals variance is settled, does it still meet a definition of the Ephraim zoning code?

The applicant would like to start the process of asking for a PW Design Review of a modification to their existing cottage located at 9931 Water Street consisting of a small addition to the existing kitchen under the recent adoption of the Village of Ephraim Ordinance No. 05-2024. It will possibly be the first request to be submitted under a newly adopted ordinance.

Harsch apologized for his mistake. It was a bad decision, and he has been paying the consequences. Harsch explained that they would like to obtain a building permit to construct an 80-inch by 90-inch or 6-foot 8-inch by 7-foot 6-inch addition to the kitchen. This addition would occupy the space inside the rectangle formed by the extension of the west side of the cottage out to the extension of the north wall of the existing screened-in porch. The existing house, as it was originally constructed and expanded, was built at an angle very close to the original property line dividing 9931 and 9929. The existing cottage's southwest corner is 8 feet from the property line, the existing northwest corner is 1.3 feet from the existing property line and the corner of the existing screened porch is 10 1/2 feet. Therefore, the cottage's existing west wall is currently nonconforming with the present 15-foot setback requirement.

By way of background, the present cottage was originally built by his wife's family in 1920 as a boat house. The Vail family at that time had built the original house on the adjacent property at 9933 Water Street and the original house up the hill at 3024 German Road. As was the common practice at that time, all these Vail houses were built without kitchens because summer residents took their meals at the various hotels located throughout the Village. These houses were built prior to the enactment of zoning restrictions and building codes by the Village of Ephraim. As commonly occurred throughout the Village of Ephraim, the Vail family remodeled these three houses to build kitchens. Their cottage was created when the original boat house was remodeled in 1940 to include a kitchen, bathroom, two bedrooms, and screened porch. The cottage footprint has remained the same footprint for the past 84 years. When the Village of Ephraim enacted their zoning restrictions, the Vail houses at both 9931 and 9933 were nonconforming with respect to both the front yard setback requirement of 30 feet and the side yard setback of 15 feet. Harsch and his wife purchased a half interest in the 9931 Water Street cottage in 1988 from the two members of the Vail family who also owned the 9933 Water Street house. Leslie's father owned the other half interest. In 2015 they obtained ownership of his half interest from her mother following the death of her father. Vail family members have owned both the 9931 Water Street and the 3024 German Road houses for more than 100 years.

In 1940 the existing kitchen at 9931 Water Street was constructed in a very small 7 by 10 feet space. It is very cramped and is impossible to have more than two people in the kitchen when cooking or serving. Because of the very small space between the stove and the opposite cabinet and refrigerator, it is impossible to open the refrigerator door while someone is cooking. This



21-inch space precludes standing in front of the stove and opening the oven door. When putting something into the oven or removing it, you must stand by the side of the stove and open the door. This is very difficult to do for anyone and is increasingly harder for both Leslie and Roy. It also is not a safe way to cook. There have been a few times that hot pans have been dropped, the contents spilled, and people burned.

Because the new northwest corner of the proposed addition wall would extend to the existing property line, they reached an agreement with Tom Munns (9929 Water Street) to change their respective property boundaries. They would like to obtain ownership from Munns of a small triangle. This triangle is shown on the attached Site Map prepared by Stantec. This Site Map also shows the identical triangle that would be transferred to Mr. Munn that starts at our common highwater mark. Given these changes the kitchen addition will not be as close to the property line as the existing northwest corner of their cottage is now.

The excavation for the proposed addition, the removal of several stumps, and the concrete footing, concrete floor, and stone foundation will allow them to correct a water problem that has existed for some time. Rainwater from their roof and two downspouts from the roof of the house on 9929 Water Street have contributed to ponding in the corner area between the existing stone foundation of the screen porch and the existing kitchen. This has caused some damage to the foundation and has contributed to the wetness of the crawl space below the house. They believe that the concrete footing and floor will tie the existing stone foundation together, contributing to its longevity. Along with the thick foundation, it will provide a barrier for the rainwater that will direct it to the proposed gravel French drains that will allow it to be absorbed into the ground or be diverted downgrade through the existing landscaped bed to the stone drains they installed as part of the shoreline protection that they installed jointly with 9929 Water Street.

It is and will remain a traditional cottage that has cedar siding that is painted white, a green gabled roof and continues to maintain its present vegetation and topography. They made a significant effort to construct their shoreline protection in conjunction with their adjacent neighbors to provide a pleasing view out to the bay and a traditional view from the water. The manner of the original placement of the buildings close to the existing property boundaries on 9931 and 9933 by the Vails afforded the public-wide expanse of a view of the bay between the two houses which remains today. The shoreline protection they implemented at their cottage maintains this public view and the proposed addition does not impact this view in any manner.

Harsch concluded that he would not like to be in a position where he would have to tear down the family house. The alternative would be tearing it down and building to the maximum extent that will do nothing to maintain the look of Ephraim that makes Ephraim quaint. Harsch does not want to replace the house with a modern structure. However, that is the option.

Thorp asked the applicant to obtain well-drawn plans of his project and suggested discussing this concept at the next meeting when all 7 members of the Plan Committee are present.

9. **New business for next meeting/next meeting date:** The next meeting is Tuesday, October 22, 2024, at 7:00 PM.

10. **Adjournment:**

**Held moved, Bartelt seconded to adjourn the Plan Committee Meeting at 8:45 PM, all ayes, and the motion carried.**

Recorded by,

Andrea Collak-Clerk/Treasurer

DRAFT

# VILLAGE OF EPHRAIM

FOUNDED 1853



**Special Exception – Metal Roofing**  
**Julia Uihlein - 10239 Water Street**  
**Tuesday – December 17, 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 regular meeting of the Ephraim Plan committee on Tuesday, December 17, 2024 at 7:00 p.m., the committee will consider a special exception request from Julia Uihlein relating to the use of metal roofing on the porch of a cottage renovation project located in the historic district.

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, December 17, 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/476929373>

**You can also dial in using your phone.**  
**Access Code: 476-929-373**  
**United States: [+1 \(571\) 317-3122](tel:+15713173122)**

	<b>Date: <u>12/5/2024</u></b>
<b>Andrea Collak, Clerk</b>	<input checked="" type="checkbox"/> Village Administrative Office
	<input checked="" type="checkbox"/> Visitors' Center
	<input checked="" type="checkbox"/> Post Office
<b>Kim Roberts, Deputy Clerk</b>	<input checked="" type="checkbox"/> Website <a href="http://www.ephraim-wisconsin.com">www.ephraim-wisconsin.com</a>
	<input checked="" type="checkbox"/> Emailed to WDOR Radio
	<input checked="" type="checkbox"/> Emailed to Peninsula Pulse

SPECIAL EXCEPTION PERMIT APPLICATION

Special Exception Fee - \$125.00

I. Location (number and street) 10239 WATERS STREET
N S E W side of
N S E W side of

II. Present use:

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

IV. Special exception being requested:

STANDING SEAM METAL ROOF
ON SURROUN / CEDAR SHINGLES

V. Structure requiring the special exception application:

PRIMARY HOUSE

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

(OVER)



**VILLAGE OF EPHRAIM**  
**BUILDING/ZONING PERMIT APPLICATION**

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

Please Print

**1. Owner/Property**Tax Parcel No. 12101 - 13312 - 7224Owner JULIA A. UHLEINMailing Address 322 E. MICHIGAN ST. #204 City MILWAUKEEState WI Zip 53202

Phone(s) \_\_\_\_\_ Email \_\_\_\_\_

Location of Project 10239 WATER STREET Nearest Cross Street W. SHORE RD.Property Use: SINGLE FAMILY RESIDENTIAL R1Zoning Area: R1 Historic District?  Yes  NoContractor/Contact: JACK OPITZ Address 11218 N. SAND BAY LANE  
SISTER BAY WI 54234Phone(s) 920-854-5949 Cell Phone (920) 309-2429**2. Type of Improvement**New Building PRIMARY Accessory Structures Addition  Garage Exterior Alteration  Storage Building Foundation Work Only  Repair/Replacement Other RENOVATE/REPAIR  Other MOVE EXISTING COTTAGE 10' W/ NEW FOUNDATION**3. Describe Proposed Construction:** LIFT 2 LOG CABINS, BUILD NEW FOUNDATIONSMOVE SM. COTTAGE 10' OFF LOTLINE, REBUILD EXISTING F.P. RENOVATE INT.  
RENOVATE/REPAIR EXISTING CABINS**4. Cost**Total cost of improvements as applied for in permit: \$ 1 MILLION

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  Land Disturbance Application
- Drainage Plan  Landscape Plan

**Dimensions:** Number of Stories: 1 1/2 Height at Peak: 25'  
 Roof Pitch(es): 10/12 Total Footprint, Exterior: \_\_\_\_\_

Total Square Footage, All Floors Exterior: 2300 SQ FT

Total Square Footage, Parking/Drives/Walkways: SEE SURVEY

**Type:**  Wood Frame  Structural Steel  Reinforced Concrete  Other LOG

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

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

**Plant Manager**

Signature \_\_\_\_\_ 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: \_\_\_\_\_

(copy of permit to be on file with Village)

Year Installed: \_\_\_\_\_

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:**

Sprinklers needed?  Yes  No

Driveway width/tree clearance (width/height): \_\_\_\_\_  
 Clearance around structures for truck access: \_\_\_\_\_ Fire # Assigned \_\_\_\_\_

**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.

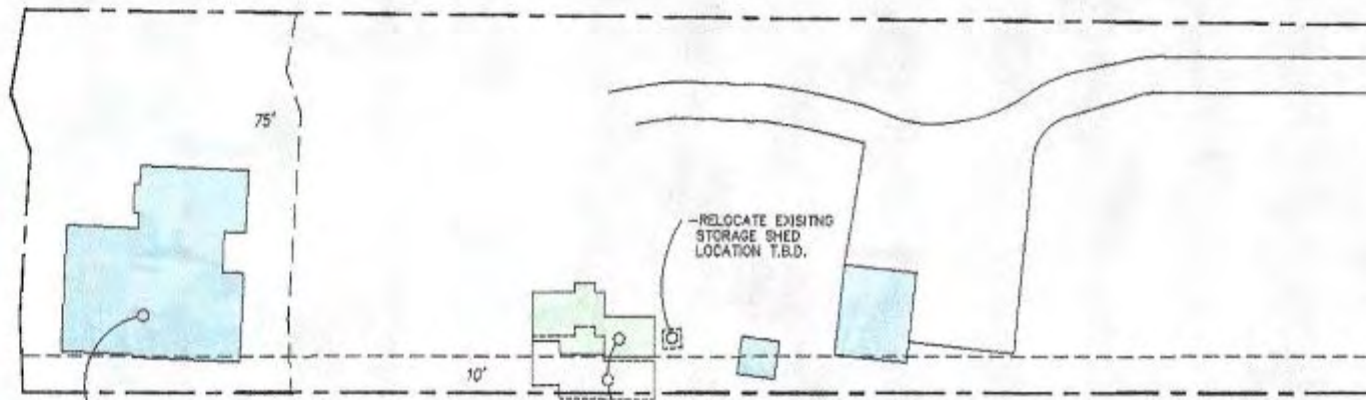
Signature of Applicant \_\_\_\_\_ Print Name \_\_\_\_\_

**FOR OFFICE USE ONLY**

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

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

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



- BUILD NEW FOUNDATION / CRAWL SPACE UNDER EXISTING COTTAGE
- TO REMAIN IN SAME LOCATION AS EXISTING
- TO REMAIN AT SAME FINISHED FLOOR ELEVATION AS EXISTING

-RELOCATE EXISTING STORAGE SHED LOCATION T.B.D.

- BUILD A NEW FOUNDATION / CRAWL SPACE UNDER EXISTING COTTAGE
- MOVE EXISTING TO BE AT LEAST 10' FROM PROPERTY LINE (CURRENTLY OVER PROPERTY LINE BY APPROX. 2')
- TO REMAIN AT SAME FINISHED FLOOR ELEVATION





**Main Cottage Pics**





**Second Cottage Pics**





**Weathered Copper Roof Example**





**Project descriptions per Contractor:**

Both cottages are being renovated and the foundations are being replaced. The main cottage is going back in the exact same location at the same grade. The smaller cottage is also getting a new foundation but is being moved slightly North in the process to make the structure compliant to the side yard setback.

The exteriors of both buildings are staying the same with existing siding, replacement in kind of windows (as necessary). New roofing on both buildings; standing seam copper on porch and western red cedar shingles elsewhere. There will be no added decks or patios. Minimal finished grading will be required as the grades will not be changing.

# VILLAGE OF EPHRAIM

FOUNDED 1853



**Special Exception – Metal Roofing**  
**Julia Uihlein - 10235 Water Street**  
**Tuesday – December 17, 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 regular meeting of the Ephraim Plan committee on Tuesday, December 17, 2024 at 7:00 p.m., the committee will consider a special exception request from Julia Uihlein relating to the use of metal roofing on a new home located in the historic district.

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, December 17, 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/476929373>

**You can also dial in using your phone.**  
**Access Code: 476-929-373**  
**United States: [+1 \(571\) 317-3122](tel:+15713173122)**

	<b>Date: <u>12/5/2024</u></b>
<b>Andrea Collak, Clerk</b>	<input checked="" type="checkbox"/> Village Administrative Office
	<input checked="" type="checkbox"/> Visitors' Center
	<input checked="" type="checkbox"/> Post Office
<b>Kim Roberts, Deputy Clerk</b>	<input checked="" type="checkbox"/> Website <a href="http://www.ephraim-wisconsin.com">www.ephraim-wisconsin.com</a>
	<input checked="" type="checkbox"/> Emailed to WDOR Radio
	<input checked="" type="checkbox"/> Emailed to Peninsula Pulse

**SPECIAL EXCEPTION PERMIT APPLICATION**

**Special Exception Fee - \$125.00**

- I. Location (number and street) 10235 Water Street  
N S E  side of Water Street  
N S E W side of \_\_\_\_\_
  
- II. Present use: Undeveloped
  
- III. Ownership:  private (individual, corporate, non-profit, etc.)  
 public
  
- IV. Special exception being requested:  
Use of standing seam, copper roof material,  
left to patina naturally to bronze tone
  
- V. Structure requiring the special exception application:  
New Residence with attached garage
  
- 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

*(OVER)*



\_\_\_\_\_ F. If the exception has a spatial aspect—additional height, footprint, etc., applicant is required to physically stake out the dimension prior to the public hearing to demonstrate the potential impact of the request – if this item is checked

\_\_\_\_\_ G. Application fee

Name of property owner: Julia Uihlein

Address of property owner: 322 E Michigan St #204, Milwaukee, WI 53202

Local address/contact: 1860 Mid Valley Drive, De Pere, WI 54115

Phone: 920.615.7190

Signature Drew D Willmann

Application Date: 12.05.2024

<p>FILED WITH OFFICE: _____</p> <p>PRESENTED AT FOLLOWING MEETING(S): _____</p> <p>_____ DATE _____</p> <p>_____ DATE _____</p> <p>NOTES RE APPROVAL/CHANGES</p>
--

**VILLAGE OF EPHRAIM**  
**BUILDING/ZONING PERMIT APPLICATION**

Application Date  
11/12/2024

*Please Print*

**1. Owner/Property**

Tax Parcel. No. 1210113312722J1

Owner Julia A Uihlein

Mailing Address 1476 E Bay Point Rd City Milwaukee

State WI Zip 53217

Phone(s) (414) 763-9505 Email robin.martin@owleight.com

Location of Project 10235 Water Street Nearest Cross Street N Shore Rd

Property Use: Single Family Residence

Zoning Area: R-1 Residential Historic District?  Yes  No

Contractor/Contact: DeLeers Construction Inc. Address 1860 Mid Valley Dr, De Pere, WI 54115

Phone(s) (920) 435-5830 Cell Phone (920) 615-7190

**2. Type of Improvement**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> <b><u>New Building</u></b> | <b><u>Accessory Structures</u></b>          |
| <input type="checkbox"/> Addition                              | <input type="checkbox"/> Garage             |
| <input type="checkbox"/> Exterior Alteration                   | <input type="checkbox"/> Storage Building   |
| <input type="checkbox"/> Foundation Work Only                  | <input type="checkbox"/> Repair/Replacement |
| <input type="checkbox"/> Other _____                           | <input type="checkbox"/> Other _____        |

**3. Describe Proposed Construction:** Wood Framed 2- Story Residence  
with unfinished basement and attached garage.

**4. Cost**

Total cost of improvements as applied for in permit: \$ 4,800,000.00

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
- Land Disturbance Application
- Drainage Plan
- Landscape Plan

**Dimensions:** Number of Stories: 2 Height at Peak: 28'  
Roof Pitch(es): 8/12, 6/12, 4/12 & 3/12 Total Footprint, Exterior: 3,199 sf

Total Square Footage, All Floors Exterior: 4,961 sf

Total Square Footage, Parking/Drives/Walkways: 6,747 sf

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

**Principal Heating:** X Propane      Oil      Electric  
     Other

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

**Plant Manager**

Signature \_\_\_\_\_ 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: \_\_\_\_\_

(copy of permit to be on file with Village)

Year Installed: \_\_\_\_\_ 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:** Sprinklers needed?  Yes  No

Driveway width/tree clearance (width/height): \_\_\_\_\_  
Clearance around structures for truck access: \_\_\_\_\_ Fire # Assigned \_\_\_\_\_

**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  Print Name Roxy Kinstetter

**FOR OFFICE USE ONLY**

Permit # \_\_\_\_\_ Permit Fee: \$ \_\_\_\_\_  
Date Permit Issued \_\_\_\_\_ Zoning Administrator Signature: \_\_\_\_\_  
Restrictions: \_\_\_\_\_



# Applicant Design Checklist

Village of Ephraim

**Owners Name(s):** Julia A Uihlein

**Contractor(s):** DeLeers Construction, Inc.

**Project Location:** 10235 Water Street, Ephraim, WI 54211

**Date:** 12/05/2024

The checklist below reflects the identified standards of design review for new construction in the Village of Ephraim. Under each sub-section please briefly describe the construction plans as they apply to each. The more detail the better. Some of these standards will surely be identified visually on the construction plans, but I do ask that you describe them here and provide any additional information, such as drawings and/or plans, that will help streamline this process. The italicized sentences reflect characteristics deemed compatible with the visual character of Ephraim, these and additional standards can be found in chapter 17.15(13) of our village zoning ordinance.

## 1. Building Design:

*Traditional Architecture, simple rectangular forms, gable roofs, frame construction.*

Historic Traditional Architecture, Frame Construction  
\_\_\_\_\_  
\_\_\_\_\_

## 2. Site Planning/Landscaping:

*Preserving existing vegetation and topography.*

Preserve existing topography. Landscape excavated areas to match existing/natural setting.  
\_\_\_\_\_  
\_\_\_\_\_

## 3. Building Color:

*White has been the distinctive historic color...greens, browns, grays, and other earth tones are acceptable.*

Gray logs to match neighboring structures, Gray Stained Cedar Siding, Gray or Brown Synthetic Cedar Shake Roof, Natural Masonry  
\_\_\_\_\_  
\_\_\_\_\_

**4. Materials:**

*Wood and stone recommended. Materials metallic in appearance are out of the character of the village.*

Gray log house with gray stained cedar siding, natural masonry and synthetic cedar roof - brown or gray in color. Natural copper roof and flashings that will patina to a natural bronze tone.

**5. Architectural Details:**

*Building details should be simple and without frills.*

Simple, traditional, historic design

**6. Utility Service Wiring (location):**

*To be shown on plot plan.*

Reference site plan for details.

**7. Roof Pitch/Roof Color:**

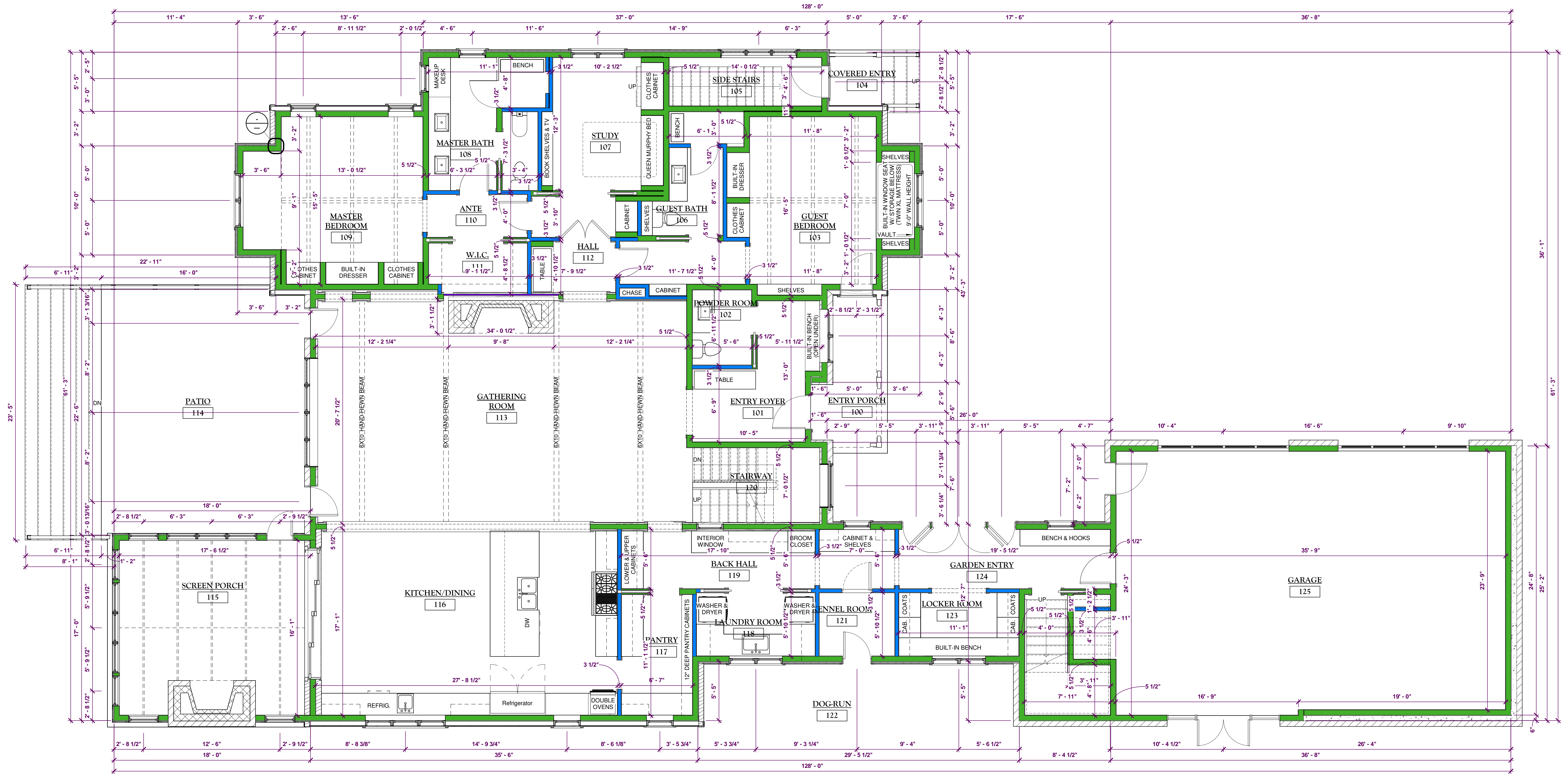
*Pitches less than 3:12 and/or more than 12:12 are subject to further design review.*

8/12, 6/12, 4/12 & 3/12. Roof color will be brown or gray

**8. Additional Features:**

**Owner/Agent Signature:**





1 FIRST FLOOR PLAN  
 A1.1 1/4" = 1'-0"



PRE-CONTRACT UPDATES:

DESIGNER:	11.4.24
DRAWN BY:	
DESIGN NO.:	

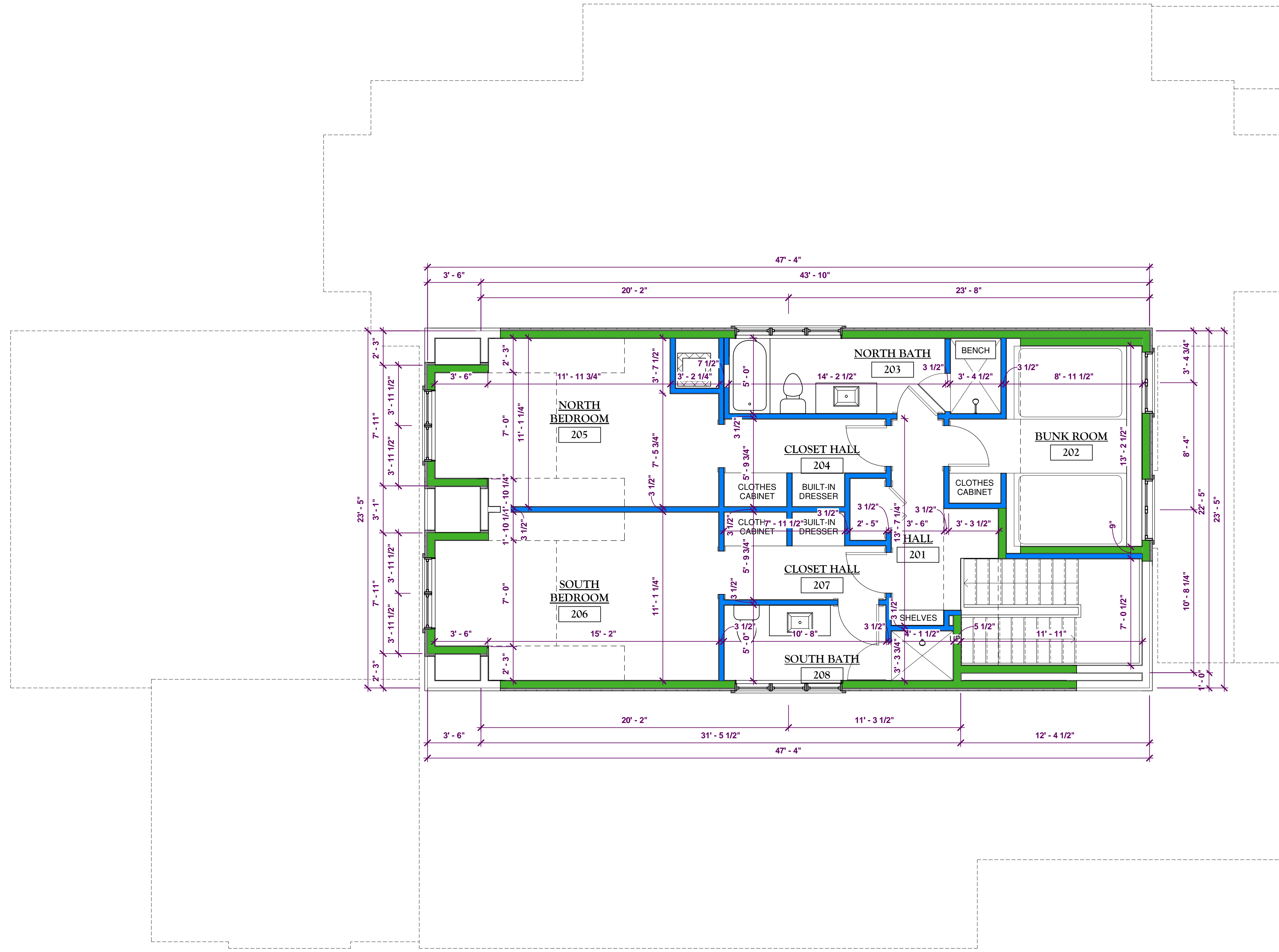
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CONSTRUCTION SET REVISIONS

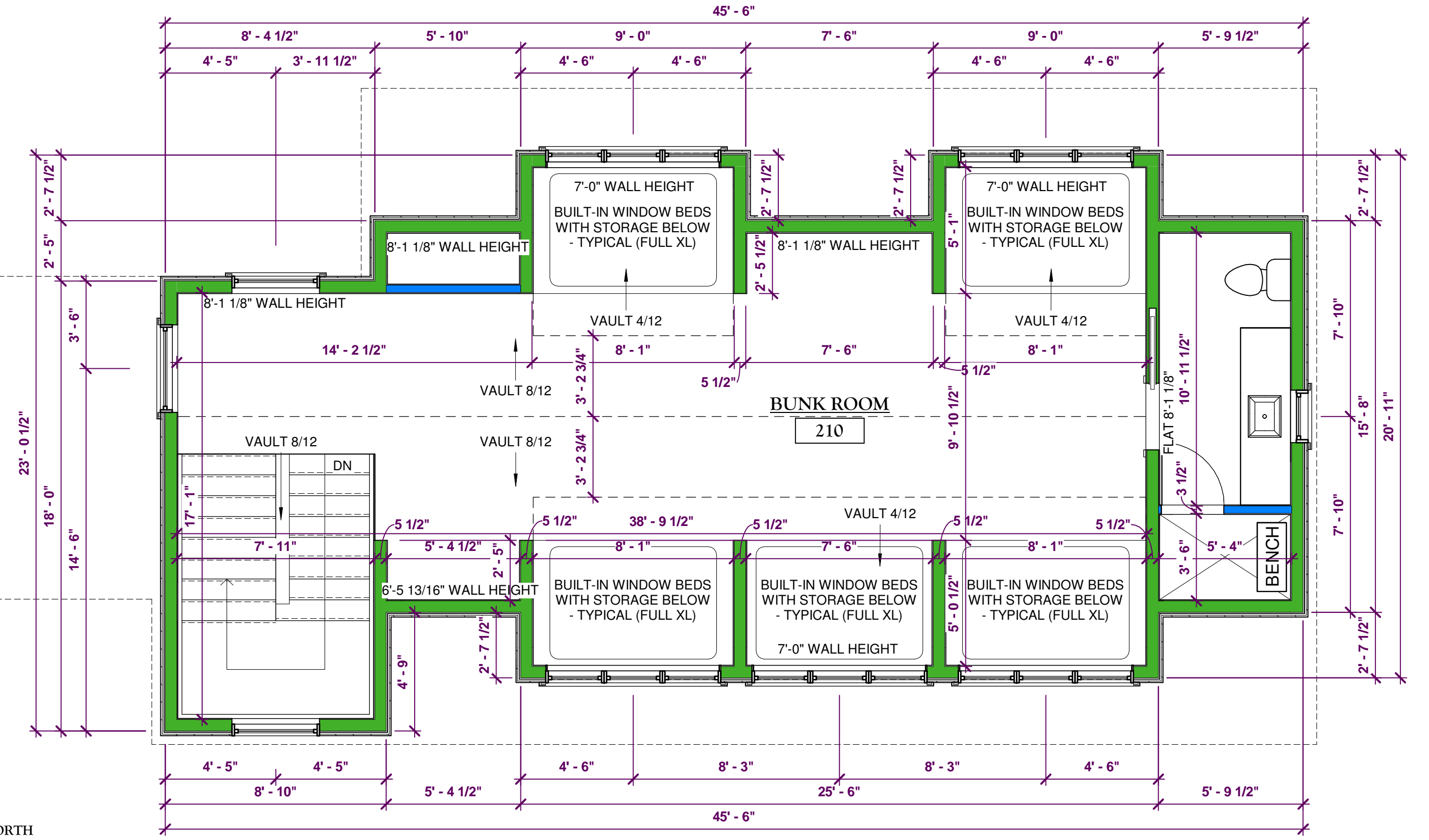
NO.	DATE	DESCRIPTION

FIRST FLOOR PLAN  
 DATE: 11.4.24  
 SHEET:





1 SECOND FLOOR PLAN  
A1.2 1/4" = 1'-0"



CONSTRUCTION SET REVISIONS	PRE-CONTRACT UPDATES
	11.4.24
DESIGNER: _____	
DRAWN BY: _____	
DESIGN NO: _____	

SECOND FLOOR PLAN  
DATE: 11.4.24  
SHEET: A1.2

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1 EAST ELEVATION  
A2.1 1/4" = 1'-0"



2 WEST ELEVATION  
A2.1 1/4" = 1'-0"



3 NORTH ELEVATION  
A2.1 1/4" = 1'-0"



4 GARAGE/SCREEN PORCH NORTH ELEVATION  
A2.1 1/4" = 1'-0"



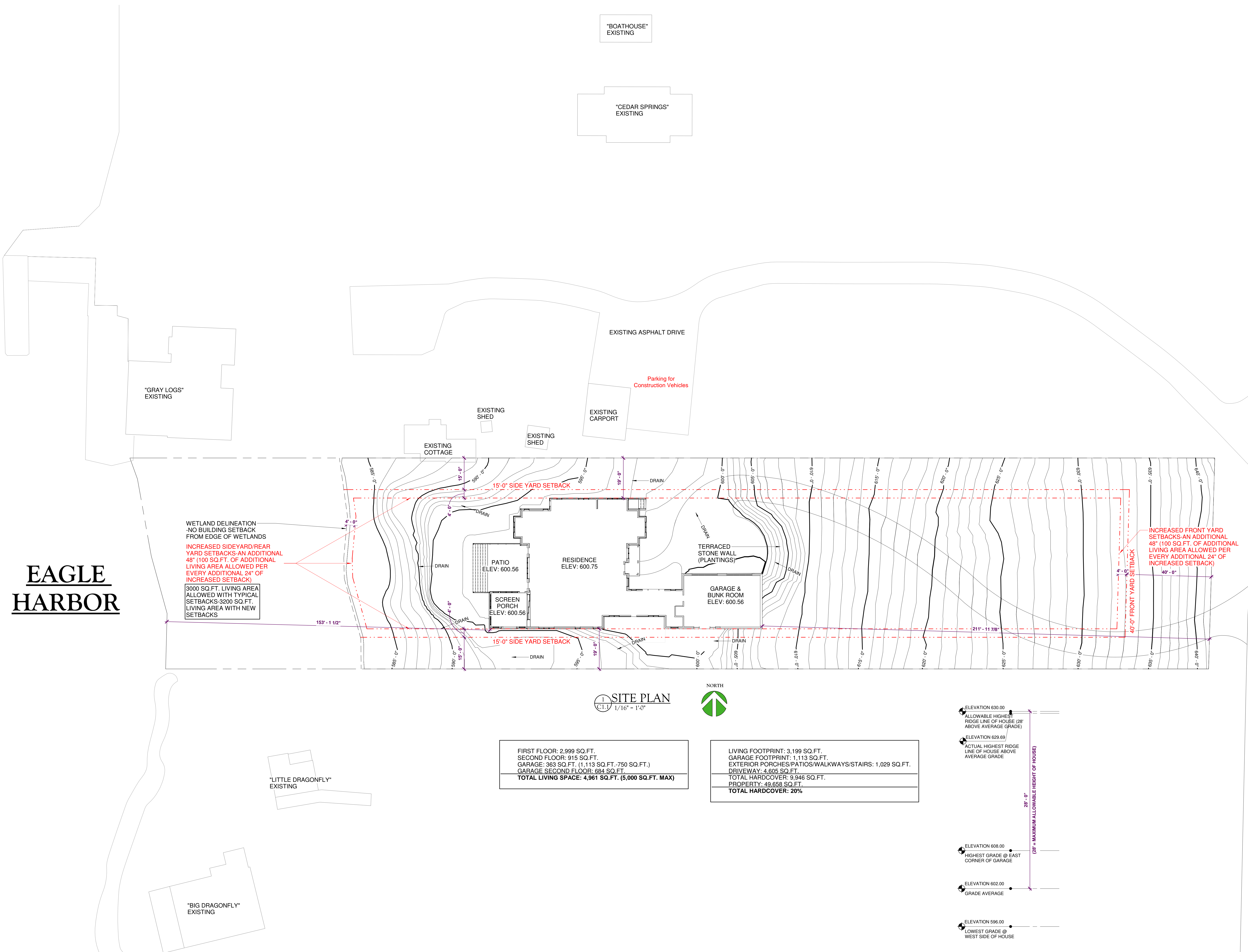
PRE-CONTRACT	
UPDATES:	11.4.24
B.D.A.:	
DESIGNER:	
DRAWN BY:	
DESIGN NO.:	
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CONSTRUCTION SET REVISIONS	
EXTERIOR ELEVATIONS	
DATE:	11.4.24
SHEET:	A2.1







# EAGLE HARBOR



WETLAND DELINEATION  
-NO BUILDING SETBACK  
FROM EDGE OF WETLANDS

INCREASED SIDEYARD/REAR  
YARD SETBACKS-AN ADDITIONAL  
48" (100 SQ.FT. OF ADDITIONAL  
LIVING AREA ALLOWED PER  
EVERY ADDITIONAL 24" OF  
INCREASED SETBACK)

3000 SQ. FT. LIVING AREA  
ALLOWED WITH TYPICAL  
SETBACKS-3200 SQ. FT.  
LIVING AREA WITH NEW  
SETBACKS

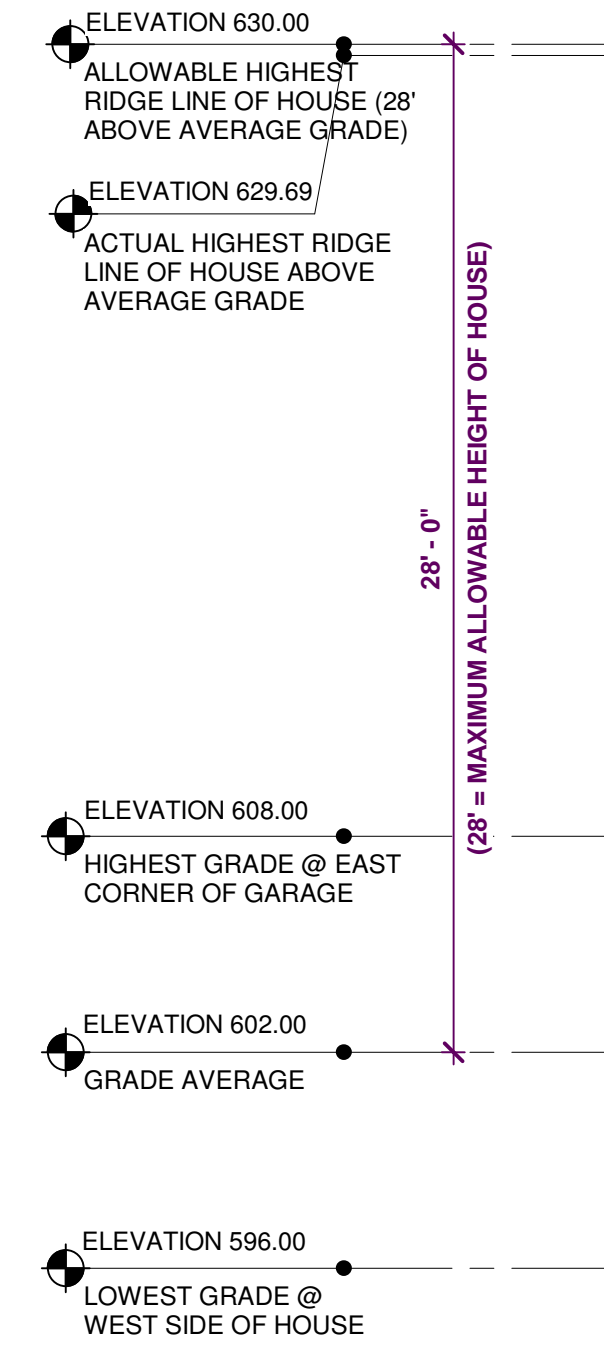
INCREASED FRONT YARD  
SETBACKS-AN ADDITIONAL  
48" (100 SQ.FT. OF ADDITIONAL  
LIVING AREA ALLOWED PER  
EVERY ADDITIONAL 24" OF  
INCREASED SETBACK)

1 SITE PLAN  
C1.1 1/16" = 1'-0"



FIRST FLOOR: 2,999 SQ.FT.  
SECOND FLOOR: 915 SQ.FT.  
GARAGE: 363 SQ.FT. (1,113 SQ.FT.-750 SQ.FT.)  
GARAGE SECOND FLOOR: 684 SQ.FT.  
**TOTAL LIVING SPACE: 4,961 SQ.FT. (5,000 SQ.FT. MAX)**

LIVING FOOTPRINT: 3,199 SQ.FT.  
GARAGE FOOTPRINT: 1,113 SQ.FT.  
EXTERIOR PORCHES/PATIOS/WALKWAYS/STAIRS: 1,029 SQ.FT.  
DRIVEWAYS: 4,605 SQ.FT.  
TOTAL HARDCOVER: 9,946 SQ.FT.  
PROPERTY: 49,658 SQ.FT.  
**TOTAL HARDCOVER: 20%**



HWY 42

Cedar Stone  
10235 Water St, Ephraim, WI

PRE-CONTRACT UPDATES: 11.4.24

B.D.A. DESIGNER: [REDACTED]  
DRAWN BY: [REDACTED]  
DESIGN NO.: [REDACTED]

CONSTRUCTION SET REVISIONS

NO.	DATE	DESCRIPTION

SITE PLAN  
DATE: 11.4.24  
SHEET: C1.1