

VILLAGE OF EPHRAIM

FOUNDED 1853



Plan Committee Ordinance Working Session

August 25, 2026, 12:00 p.m.

9996 Water Street – Village Hall

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:

The Village of Ephraim has been holding monthly zoning ordinance working sessions that began on January 27, 2015. The purpose of these sessions is to work on the ordinances identified by the village board of trustees and the planning committee as ordinances in need of discussion and consideration. Any recommended changes to zoning ordinances will be acted upon by the planning committee in a regularly scheduled meeting and then be forwarded to the Village Board for consideration and public hearings if the proposed changes are to be implemented. A quorum of the Plan Committee will be verified for each meeting; minutes of working sessions will be approved during 7 pm meetings. The current ordinances/ordinance sections being discussed are:

- Prioritizing the list of next ordinances to consider:
 - PW Ordinance

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

<https://meet.goto.com/793439517>

You can also dial in using your phone.

Access Code: 793-439-517

United States: [+1 \(408\) 650-3123](tel:+14086503123)

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

	Date <u>8/21/2026</u>
Andrea Collak, Clerk	☒ Village offices
	☒ Visitors' Center
	☒ Post Office
	☒ Emailed to WDOR/Peninsula Pulse
	☒ Ephraim Website: ephrain.wi.gov
Kim Roberts, Deputy Clerk	

17.20 PROTECTED WATERFRONT (PW) DISTRICT.

1) INTENT.

The open shoreline is one of Ephraim's most distinctive features and is characterized by buildings sited on mostly small non-conforming lots. This ordinance is intended to preserve the open views of the shoreline as well as the historic appearance of Ephraim's built environment while also allowing for some leeway for Protected Waterfront (PW) District property owners to modify or replace their residences. Consistent with the intent and provisions of the Ephraim Historic District Ordinance (§17.26), property owners are encouraged to use and maintain their existing residences. However, if residential modification or replacement is desired, such modification or replacement must strictly conform to the provisions of §17.20 and §17.26.

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.
- c) Reproduction:
 - i) Structures destroyed by natural disaster or fires in this district may be reproduced using the former dimensions and location, subject to design review and [§17.20\(7\)](#).
 - ii) Reproduction of the existing structures, subject to design review and [§17.20\(7\)](#).

3) CONDITIONAL USES.

- a) On parcels where there is not a residence:
 - i) Dockage and launching;
 - ii) Boat and related rentals;
 - iii) Sale of marine fuel and accessories for marine use only;
 - iv) New structures necessary for permitted uses in the district, including bathrooms.
 - v) 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.
- b) On parcels where there is a structure, additions/modifications to or replacement of existing structures, subject to [§17.20\(6\)](#) and [§17.20\(8\)](#).

4) PROHIBITED USES.

- a) New construction on vacant lots is prohibited in the PW District, as structures are limited to those existing on or before January 1, 1998.
- b) Home occupations are not permitted in the PW District.

5) **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.

6) **EXCEPTIONS FOR ADDITIONS OR MODIFICATIONS OF EXISTING RESIDENCES AND ACCESSORY BUILDINGS IN THE PROTECTED WATERFRONT DISTRICT (PW).**

When working with a goal to retain the original residence, exceptions for additions or modifications may be considered by the Plan Committee, so long as the additions or modifications match the original architecture to preserve the special character of the PW District.

7) **REPRODUCTION OF EXISTING STRUCTURES IN THE PROTECTED WATERFRONT DISTRICT.**

- a) Structure Reproduction: A structure reproduction means creating a replica of the existing structure in terms of footprint, size, volume, and appearance. Unique features, materials, and architectural details of the original structure must be replicated, including design and materials. The materials must be sourced to ensure authenticity. Intricate elements such as moldings, windows, and other unique characteristics are essential to the reproduction.
- b) Design Criteria: Modern materials may only be substituted for original materials insofar as they are consistent with the provisions of [§17.20\(7\)\(a\)](#) and subject to design review and design criteria in §17.26, Historic District.

8) **ADDITIONS/MODIFICATIONS TO OR REPLACEMENT OF EXISTING RESIDENCES AND ACCESSORY BUILDINGS. “PW DESIGN REVIEW”. (Completed by Historic Preservation Committee and Plan Committee.)**

a) **General Requirements:**

- i) Footprints in the PW District can be modified, subject to the following provisions:
 - a. Footprints of finished interior space (*see definition* in §17.09) in the PW District can be modified so long as there is no increase in the width, as measured parallel to STH 42, of the residence or accessory buildings, and no increase in the total footprint.
 - b. Footprints of attached garages can be modified so long as there is no increase in the width, as measured parallel to STH 42, and no increase in the total footprint. No upper level will be allowed over the reclaimed square footage of the attached garage.
 - c. Footprints in the PW District cannot be increased with the following exception: Consideration given to principal building footprint increases when existing accessory buildings are to be removed. The footprint of the accessory building may be reclaimed and combined with the principal building, provided there is no increase in the width of the footprint, as measured parallel to STH 42, of the principal building. No upper level will be allowed over the reclaimed square footage of the accessory building.

- ii) All projects are subject to applicable floodplain ordinances of the Village and State.

b) Design Criteria.

- i) The style of a project within this district shall meet the design criteria in §17.26, Historic District, and generally, as a maximum, have the design characteristics of a single-story or one and one-half-story house (*see definition* in §17.09).
- ii) Visual impact from the street is to be minimized on all projects occurring in the PW District. The width of any individual structure as measured parallel to State Highway 42 cannot be increased. When the existing landscape is to be modified or replaced, a Landscape Permit is required ([See §10 Permit Application.](#))
- iii) From the view of any side of the residence, the number and varying pitches of the rooflines should be minimized. The overall guiding principle of design is simplicity and avoidance of bulk.
- iv) Any existing deck or porch (*see definitions* in §17.09) may be replaced on a project within this district, assuming the size is no more than the existing deck or porch, and the deck or porch is a one-for-one replacement. For example, an open porch may be replaced by an open porch, but not by a screened or windowed porch.
- v) Outdoor lighting shall be minimized, generally limited to entrance points on all elevations.
- vi) Covered front entrances: A minimal roof over a front entrance will be considered.

c) Dimensional Standards.

- i. All projects are subject to the applicable dimensional standards of [§17.24](#) of the ordinance unless otherwise noted or provided in this section.

	PW
Minimum Lot Size	10,000 sq. ft.
Minimum Lot Width	100'
Front Setback Minimum	30'
Side Setback Minimum	15'
Rear Setback Minimum	40'
Maximum Lot Coverage	20%
Min. Building Separation	

- ii. Addition/modification or replacement projects, including existing dimensionally nonconforming buildings considered under this section, may apply the existing grandfathered setbacks of the existing buildings as the required setback for new work, so long as the new work increases or, at a minimum, does not further encroach on the setbacks in question.

- iii. No residences shall exceed twenty-three feet (23') in height, and accessory buildings shall not exceed fifteen feet (15') in height as measured from the crown grade of State Highway 42.
- iv. Other rooftop accessories on residences, which include but are not limited to:
 - a. Spires, belfries, parapet walls, domes, and all other projections shall not exceed the peak roof height of the building.
 - b. Cupolas, flues, vent pipes, chimneys, and communication devices are allowed to a maximum of twenty-five feet (25').
- v. Roof pitches less than 6/12 and greater than 12/12 are prohibited, except for the following circumstances:
 - a. A roof pitch for a limited amount of shed dormer of less than 6/12 and a minimum of 3/12 may be considered.
 - b. Roof pitches for porches less than 6/12 may be considered.
 - c. Covered front entrances less than 6/12 may be considered.

9) 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 ten percent (10%) additional lot coverage when that area will be used for adding off-street parking.

10) PERMIT APPLICATION.

- a. Beyond the normal requirements as outlined in §17.40, an overlay is required showing the footprints of all existing buildings, including decks and porches, if any, with the footprint of all proposed buildings and attachments. The measurement in square feet (SF) should be provided for all footprints and attachments, both existing and proposed.
- b. A Landscape Plan is also required when the existing landscape is to be modified or replaced. The Landscape Plan should not reduce the water view between the buildings. The plan shall show all new plantings along with all proposed hardscape and impervious surfaces. Samples of all hardscape (pervious and impervious) are required, showing material and color.
- c. A Construction Parking Plan is required showing the location of construction and worker vehicles as outlined in §17.40(1).
- d. No Occupancy Permit will be issued until the Village Administrator has inspected all elements of the project for compliance with the approved plans.

17.09 DEFINITIONS.

Except where specifically defined herein, all words used in this chapter shall carry the meanings as defined in Webster's Unabridged 3rd New International Dictionary or a dictionary based upon it. Words used in the plural include the singular. The word "shall" is mandatory.

DECK: A deck on a house is a flat outdoor surface, typically made of wood or composite materials, that is elevated from the ground and often connected to the main building.

FOOTPRINT: The area of a single horizontal plane bounded by the exterior walls of the building, expressed in square feet. See §17.24 for attached garage exemptions to this definition.

ONE AND ONE-HALF STORY HOUSE: A one and one-half story house has a full first floor with full-height interior walls [typically eight feet (8') high] and an upper level that has less full-height floor area than the first floor. The upper level has steeply pitched roofs with gables and dormers (normally with windows). The upper level typically has sloped ceilings with knee walls (normally five to seven feet high (5' - 7')) that define the floor area. These features reduce the floor area on the upper level.

PORCH: A porch on a house is a covered area adjoining an entrance to a house, usually with a separate roof. A porch can be open or enclosed by screens or windows.

STRUCTURE REPRODUCTION: Structure Reproduction: A structure reproduction means creating a replica of the existing structure in terms of size, volume, and appearance. Unique features, materials, and architectural details of the original house must match the project, including design. Materials must be sourced to ensure authenticity. Intricate elements such as moldings, windows, and other unique characteristics are essential to the reproduction.

From:
To:
Subject:
Date:

Let's include this in the working session meeting at noon a week from Tuesday.

Thanks,

Ken

Sent from my iPhone

Begin forwarded message:

From: "Emily \"Carly\" Mulliken" [REDACTED]
[REDACTED] 12, 2026 at 9:26:33 AM CDT
To: Ken Nelson [REDACTED]
Subject: PW Verbiage

Hi Ken,

The part that I think would be helpful to clarify, and of course, see what other people think is in Section 8, a, i in a, b and c.

Footprints in the PW District can be modified, subject to the following provisions:

- a. Footprints of finished interior space (see definition in §17.09) in the PW District can be modified so long as there is no increase in the width, as measured parallel to STH 42, of the residence or accessory buildings, and no increase in the total footprint. **Instead of the last use of footprint, I think "square footage" makes more sense.**
- b. Footprints of attached garages can be modified so long as there is no increase in the width, as measured parallel to STH 42, and no increase in the total footprint. **Instead of the last use of footprint, I think "square footage" makes more sense.** No upper level will be allowed over the reclaimed square footage of the attached garage.
- c. Footprints in the PW District cannot be increased with the following exception: Consideration given to principal building footprint (**square footage here?**) increases when existing accessory buildings are to be removed. The footprint (**square footage here?**) of the accessory building may be reclaimed and combined with the principal building, provided there is no increase in the width of the footprint, as measured parallel to STH 42, of the principal building. No upper level will be allowed over the reclaimed square footage of the accessory building.

Overall, I understand it better now that I am reading it after our discussion. But perhaps another way to start the section is, "an overall increase in finished interior

square footage, between main and accessory buildings, is not allowed but can be modified..."

Carly

17.20 PROTECTED WATERFRONT (PW) DISTRICT.

- 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 area 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.
 - b) On parcels where there is a residence:
 - 1) ~~Additions/modifications to or replacement of existing residences. Subject to [§17.20\(5\)](#).~~
 - 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.
- 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.~~

6) **OTHER REQUIREMENTS.** Up to fifty percent (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.

- 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 ten percent (10%) additional lot coverage when that area will be used for adding off-street parking.

7) **DIMENSIONAL STANDARDS.** See ordinance [§17.24](#)

8) **PROHIBITED USES.** Home occupations are not permitted in the PW District.