VILLAGE OF EPHRAIM
PLAN COMMITTEE MEETING MINUTES
TUESDAY, OCTOBER 27, 2026 – 7:00 PM
9996 WATER STREET

ACTION ITEMS:

McClean moved, Hart seconded, to approve the September 22, 2026, Plan Committee minutes, all ayes. Motion carried.

Thorp moved, Held seconded, to approve the Railings & Pergola Design Review Application for John Maher at 9992 Moravi Street as presented, all ayes. Motion carried.

McClean moved, Hoyerman seconded, to approve the Accessory Structures Design Review Application for Julia Uihlein at 10235 Water Street, all ayes. Motion carried.

Thorp moved, Bartelt seconded, to approve the Conditional Use Multi-Family Development Application for Larson Properties of Door County & Matthew LaLonde for parcels 121-32-0000 [(condo boundary)/parcel numbers 121-32-0001 through 0013] 3082 Larson Lane & 9890 Water Street, as presented, all ayes. Motion carried.

Hart moved, Held seconded, to adjourn at 7:30 PM; all ayes. Motion carried.

Present: Andy Bartelt, Grace Held, Laird Hart, Rick Hoyerman, Monique MacClean, BD Thorp, and Ken Nelson – Chair.

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

Guests in person: Sara Glenn, Matt LaLonde, Ruann Larson, and Brian Reinhardt.

Guests online: Jason Reinhardt (DeLeers Construction), John Maher, Nick Meissner (Meissner Landscape), Bob Cleck, Jesse &Amy Courchaine, John Cox, Margaret Maher, Pat Cardiff, and "Paul".

1. **Call to order:**
   K. Nelson called the meeting to order at 7:00 PM.
2. **Quorum:** A quorum of the Plan Committee was present.
3. **Approval of previous minutes:**
   McClean moved, Hart seconded, to approve the September 22, 2026, Plan Committee minutes, all ayes. Motion carried.
4. **Changes in agenda:** There were no changes.
5. **Visitors' Comments:** There were no Visitors' Comments.
6. **John Maher – 9992 Moravia Street – Railings & Pergola– Design Review:**
   Bristol explained that this was a continuation item from the prior month. The earlier approval covered a new garage and interior renovation with new windows, contingent on staff working with the owner on a drainage issue. Two (2) elements specifically had not been approved. The first was a railing over the existing second-floor balcony on the front of the building. This required setback averaging, which Bristol verified was an available and applicable method, and he added notes to the site plan. The second was a pergola at the northeast corner of the building. Bristol said the pergola had appeared in the plan sets from the previous meeting but was not specifically included in the approval motion in September, so it was brought forward to document it for the record. The drawings had not changed. The railing is to match the existing front railings in color and material. The pergola is natural cedar, stained to match the building.

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Thorp stated that the HPC recommended approval of both items. One member was concerned that the pergola did not fit the historical look of the building, but the vote was favorable. The items were not voted on separately. Thorp asked about the lumber sizes.

The applicant's representative from De Leer's, Jason Reinhardt, responded that the pergola would have 8x8 posts, three 2x8 members on top, and 2x2 members running in the cross direction. He further confirmed that the pergola does not face the historic schoolhouse (*it faces the opposite direction*).

K. Nelson reported that he and Bristol had visited the site that day and met with the owners about drainage, and that the owners appeared to have a good plan in place.

Thorp moved, Held seconded, to approve the Railings & Pergola Design Review Application for John Maher at 9992 Moravi Street as presented, all ayes. Motion carried.

7. **Julia Uihlein -10235 Water Street – Accessory Structures- Design Review:**
Bristol presented the proposed accessory structures for Julia Uihlein at 10235 Water Street, consisting of: (1) a see-through fence enclosing a dog run; (2) a 6-foot solid cedar fence intended to screen the generator; and (3) a small utility structure near the waterfront to house dock-related utilities. He reported that the proposed fencing complies with applicable dimensional requirements. The fencing is to be constructed of natural cedar and left to weather naturally. Bristol further noted that the waterfront utility structure will be screened with plantings and is not expected to create a visual impact.

   Thorp reported that the HPC unanimously recommended approval.

   Bartelt asked about a wavy black line under the generator on the drawing.

   Nick Meissner, the applicant's representative from Meissner Landscape, explained that it is an approximate outline of the bedrock.

   McClean moved, Hoyerman seconded to approve the Accessory Structures Design Review Application for Julia Uihlein at 10235 Water Street as presented, all ayes. Motion carried.

8. **Larson Properties of Door County & Matthew LaLonde – 121-32-0001 through 0013, 3082 Larson Lane & 9890 Water Street – Conditional Use – Multi-Family Development:**
Bristol stated for the record that the parcel numbers are 121-32-0001 through 0013. The addresses listed (3082 Larson Ln and 9890 Water Street) are only those of the two (2) applicants, and the many buildings on the condo parcel (121-32-0000) carry additional addresses.

   Bristol explained that this was a continuation of a concept review held about three months earlier. The applicants, who intend to sell the property, wished to convert the former transient rental cottage business into single-family homes under the new Multi-Family Ordinance. The density at that time exceeded the ordinance maximum. The applicants then obtained a variance from the Board of Appeals that makes the project compliant with density. The variance also covered the six hundred square-foot (600 ft^2) minimum for existing buildings, which two (2) units fall below. The remaining step is the conditional use hearing to approve the change of use from Commercial Transient to Multifamily. Neighborhood notices were sent, and no correspondence was received.

   Hart asked what the purpose of the proceeding was, given the variance, and raised the minimum living space requirements.

   Bristol clarified that the variance only addressed the dimensional requirements, so the Plan Committee must still approve the change of use. Bristol noted that the Board of Appeals had already acted on the minimum space requirements as well.

   Held expressed concern about the density and the potential for crowding if owners bring multiple vehicles.

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K. Nelson noted that the property will remain a condominium.

Bristol said the Board of Appeals discussed this issue and concluded that residential use is potentially less intense than the existing commercial use.

Bartelt asked whether the property was still being marketed as transient rentals.

Sarah Glenn of True North Real Estate stated that, after the variance was granted, the properties were marketed as individual units, and nine (9) of the eleven (11) are under contract with individual buyers.

Bartelet also asked whether most units would become short-term rentals.

Glenn said this is an allowable use with a permit and that she expected a combination of uses.

Bartelt observed that the short-term rental qualifications make that use less intense than commercial transient use.

Hoyerman stated that the proposal is a less intensive use than the commercial use, that no neighbors objected, and that it is consistent with the Committee's stated priority of preserving original structures. He said he would vote in favor.

Bristol confirmed that any future modifications to individual buildings would still come before the Plan Committee. In response to questions about expansion from McClean, Bristol said the unique property limitations make expansion difficult. Setbacks from a navigable stream and four (4) front setbacks apply on all sides. Setbacks are measured from the perimeter of the parent parcel regardless of how the condominium documents allocate individual or common elements. This would also make combining buildings very difficult. In response to a question about adding a second story, Bristol stated that any new work, whether outward or upward, is subject to setbacks, and that grandfathered footprints do not confer a right to build up.

Thorp moved, Bartelt seconded, to approve the Conditional Use Multi-Family Development Application for Larson Properties of Door County & Matthew LaLonde for parcels 121-32-0000 [(condo boundary)/parcel numbers 121-32-0001 through 0013] 3082 Larson Lane & 9890 Water Street, as presented, all ayes. Motion carried.

9. **New business for next meeting / next meeting date:**
   The next meeting date of the Plan Committee is December 15, 2026, at 7:00 PM (November and December meetings will be combined).

10. **Adjournment:**
    Hart moved, Held seconded, to adjourn at 7:30 PM; all ayes. Motion carried.

Recorded by Kim Roberts – Deputy Clerk

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