

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, October 12, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:00 p.m. by Acting Chairperson Dennis Statz in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Mark Struck, Dave Augustson, Jon Burk, and Dennis Statz were present. Excused: Member Cheryl Frank. Also present were Planner/Zoning Administrator Christopher Sullivan-Robinson and Community Development Secretary Cheryl Nault.

Adoption of Agenda: Moved by Mr. Augustson, seconded by Mr. Burk to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from September 28, 2020.
4. Election of officers.
5. Consideration of: Roof pitch request from Sherrelle Schmidt for a manufactured home to be located on a vacant parcel adjacent to Sawyer Subdivision, parcel #281-68-17000301C.
6. Consideration of: Garage replacement for Bay Electronics, located at 23 E Oak Street.
7. Adjourn.

All ayes. Carried.

Approval of minutes from September 28, 2020: Moved by Mr. Augustson, seconded by Mr. Burk to approve the minutes from September 28, 2020. All ayes. Carried.

Election of officers: Moved by Mr. Augustson, seconded by Mr. Burk to nominate Mr. Statz as Chair.

Moved by Mr. Burk, seconded by Mr. Augustson to nominate Mr. Struck as Vice-Chair.

A vote was taken on both motions together. All ayes. Carried.

Consideration of: Roof pitch request from Sherrelle Schmidt for a manufactured home to be located on a vacant parcel adjacent to Sawyer Subdivision, parcel #281-68-17000301C: Mr. Sullivan-Robinson stated that the Aesthetic Board never had to approve anything for single-family residential before. Since the committee was created, there was a provision added to the general aesthetic requirements. The requirements limit manufactured home style construction anywhere outside of a manufactured home park. The code states a minimum 4/12 roof pitch is required on a residence. If a lesser roof pitch is requested, it must be approved by the Aesthetic Design & Site Plan Review Board.

Sherrelle Schmidt stated that she resides in Green Bay and would like to have a second home in Sturgeon Bay. She is a developer from the Antigo area. The plan is to divide her 4.12 acre parcel in half and place the 28' x 66' manufactured home on the half that runs parallel with the Ahnapee Trail.

Mr. Augustson stated that the majority of the homes in that neighborhood are average pitch. The 3/12 pitch is pretty low to fit in the neighborhood. Having a gable on the front of the house helps and suggested that she bring the gable forward and add a porch in front. That would help with the length and low pitched roof.

Ms. Schmidt agreed and thought that would be a good idea. She plans on constructing a detached two-car garage. She also plans on leaving a lot of the existing trees on the property and keep as wooded as possible. The house will be set on 5 inch crushed rock rather than a slab. There will be a frost wall and sculptured block.

Mr. Sullivan-Robinson had put a list together of homes in the area including addresses and what their roof pitch is.

Mr. Burk said as long as there were other houses in the neighborhood with the same pitch, he had no problem with the proposal. It is not located in the middle of town.

Mr. Augustson said that it could be in the middle of town years from now. The 3/12 roof pitches that are located in the subdivision now were done in the 70's.

Mr. Sullivan-Robinson stated that a condition could be placed on approval to add more shrubs or trees for screening.

Mr. Augustson said he would rather see an 8' – 10' porch added instead of additional screening.

Moved by Mr. Augustson, seconded by Mr. Statz to grant a certificate of appropriateness as presented, subject to extending the front gable a minimum of 8 feet for construction of a porch.

Mr. Augustson wanted to confirm that to prepare for the placement of the home, she will be digging down and adding crushed stone, placing block on top of that, with the house placed on top of the block. He suggested to keep the home up high since there is a swamp nearby. A 4-foot frostwall will also be added.

A vote was taken on the motion. All ayes. Carried.

Consideration of: Garage replacement for Bay Electronics, located at 23 E Oak Street: Mr. Sullivan-Robinson stated that Bay Electronics is proposing a garage replacement that includes an approximate 100 square-foot addition to the east side to eliminate the jog in the building. It is currently a metal building and will be replaced with 29 gauge steel. It is fairly invisible from the right-of-way, except for the east side of the building. They will be adding two windows on the east side. On the south side of the building they will be replacing the entry door, as well as the garage door. New lighting is proposed. According to the guidelines, the only issue would be the lighting. The proposed lighting is meant to be security lighting because of issues they had in the past. They are not cut-off fixtures or night-sky friendly. It is a fairly bright light.

Mark Bushman, representing Bay Electronics, stated that they are replacing the garage to the footprint that exists. The sidewalls will go from 10' high to 11' 4" that will allow a 10' high, 16' wide overhead garage door to be installed for the larger boats on trailers that need to be worked on. The existing garage was never built on a foundation. A frostwall and concrete slab will be installed. The siding will be a metal siding in hickory moss color that will match the existing office space. He did offer to install two-color wainscoting to make it look nicer if it appeared to be an issue with the length of the building. Forest Construction is the contractor.

Mr. Statz thought that breaking up the looks of the building with a couple of cedars would make more sense.

Mr. Bushman stated that Bay Electronics has combined their two lots. The roof is the same metal material, with a white garage door, white soffit and fascia on the building. There will be no window in the garage door. He added that the lights on the back of the building will be motion censored, flush-mounted LED lights and are adjustable to point down.

Mr. Struck stated that the proposed lights are typical flood lights. No matter how much you adjust them, they still won't be downlighting.

Mr. Augustson mentioned that if the lights are adjusted down, they could be adjusted back up the next day.

Mr. Struck suggested putting a sensor on the building that would work with cut-off fixtures. Mr. Bushman said that he will look into that.

Mr. Augustson suggested to use 26 gauge steel for a commercial building, instead of the 29 gauge proposed by Forest Construction. The couple of windows added does break up the building. Although, vegetation could be required.

Mr. Struck added that some landscaping or more windows to soften up the building would be appropriate.

Discussion continued. Moved by Mr. Struck, seconded by Mr. Burk to grant a certificate of appropriateness as presented, subject to the lighting being downlighting, and submitting a landscape plan that illustrates green plantings along the east wall. Lighting specs and landscaping plan to be approved by chair. All ayes. Carried.

Adjourn: Moved by Mr. Struck, seconded by Mr. Augustson to adjourn. All ayes. Carried. The meeting adjourned at 6:43 p.m.

Respectfully submitted,

Cheryl Nault
Community Development Secretary