

**AGENDA
CITY OF STURGEON BAY
AESTHETIC DESIGN & SITE PLAN REVIEW BOARD**

Monday, April 10, 2023
6:00 p.m.
Council Chambers, City Hall
421 Michigan Street, Sturgeon Bay, WI

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from February 27, 2023.
4. Consideration of: Building design and site plan review for The Muse development located at 330 Jefferson Street, parcel #281-10-85380604B.
5. List of Certificates of Appropriateness approved by Chair.
6. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of the Common Council does attend, this may constitute a meeting of the Common Council and is noticed as such, although the Common Council will not take any formal action at this meeting.

Committee members

Thad Birmingham
Nancy Schopf
Mark Struck
Dave Augustson
Matt Fox
Rick Wiesner
Pam Jorns

4/5/2023
2:00 p.m.
CS

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, February 27, 2023

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

Roll Call: Members Rick Wiesner, Nancy Schopf, Thad Birmingham, Mark Struck, and Dave Augustson were present. Member Pam Jorns was excused. Member Kelsey Fox was absent. Staff present were Planner/Zoning Administrator Stephanie Servia and Community Development Administrative Assistant Cindy Sommer.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from February 13, 2023.
4. Consideration of: Roof-top deck for property located at 129 N. Madison Avenue owned by Jason Estes.
5. List of Certificates of Appropriateness approved by Chair.
6. Adjourn.

All ayes. Motion carried.

Approval of minutes from February 13, 2023: Moved by Mr. Birmingham, seconded by Ms. Schopf to approve the minutes. All ayes. Motion carried.

Consideration of: Roof-top deck for property located at 129 N. Madison Avenue owned by Jason Estes: Ms. Servia explained this is a request for a roof-top deck for Sonny's Pizza. The owners are looking to remove the roof of the existing tiki bar and replace it with a flat deck. This project is before the Board today because it creates a moderate change to the aesthetics of the existing building. They will use materials that match the architecture of the rest of the building. It meets all setback requirements. Staff recommends approval of the project as presented.

Jason Estes, 4405 Walker Rd, owner of the building, explained they will use the deck for additional seating. It will be accessed by the existing exterior staircase, which was replaced last year, and also from the restaurant. They plan to use exposed LED Edison bulbs for lighting, which match those already being used elsewhere in the building. The railing will be galvanized metal with stainless steel cables. The outside edge of the deck will use materials that match the existing building. There is no need for ADA accessibility in this area.

Mr. Struck motioned to approve roof-top deck design as presented. Ms. Schopf seconded the motion. All ayes, motion carried.

List of Certificates of Appropriateness approved by Chair: Mr. Wiesner explained that he has the authority as Chair to approve minor projects that do not have significant impact on the use or aesthetics of the subject property or adjoining properties. The projects must meet all aspects of the zoning or sign codes before he will approve them. The list in the agenda packet shows all items approved by the Chair and is being provided to keep the members informed. A list of projects will be included in future meeting packets.

Adjourn: Moved by Mr. Birmingham, seconded by Mr. Augustson to adjourn. All ayes. Motion carried. The meeting adjourned at 6:08 p.m.

Respectfully submitted,

Cindy Sommer
Community Development
Administrative Assistant

Staff Report Muse Aesthetic

330 Jefferson Street: Parcel #2811085380604B

Background: The property owner, Shirley Weese Young, intends to build the Muse on the corner of N Third Avenue and Jefferson Street. The first floor of the proposed building will serve as an event center and a music school while the second floor will serve as efficiency (studio) apartments. The parcel is located in the Central Business District and is zoned as C-2. The Muse has been before the Common Council and the Plan Commission to approve lesser setbacks, and to modify the zoning code to accommodate studio apartments. Both have been approved. This project is before the Board because the project is located in Sturgeon Bay's main downtown area.

Considerations: Below are the pertinent guidelines for the Board to consider:

- *Where a pattern of relatively consistent building setbacks exist on a street, new buildings should be situated to closely match such setback pattern. **Plan Commission approval obtained to have lesser street setbacks which match other businesses in the central business district.***
- *On corner parcels where the proposed building is located close to both street lines, the corner of the building shall be recessed from the street lines in order to create pedestrian areas; prominent building entrances; and more architecturally interesting buildings. **Patio planned to create pedestrian area on corner of lot.***
- *Off-street parking areas for motor vehicles and bicycles that are shared with neighboring businesses and parcels through the use of common driveways or internal access driveways shall be encouraged, if feasible, instead of stand-alone single use parking areas. **Proposed parking lot is only for the Muse building.***
- *Permeable surfaces, bioswales, rain gardens, and other forms of stormwater runoff prevention for parking and on-site traffic areas are encouraged. **Pervious pavers are being used in the parking lot which means a stormwater plan is not required.***
- *Designs seeking Leadership in Energy and Environmental Design (LEED) certification are encouraged. **Unknown if project will be LEED certified. The developer does intend to install solar panels for this project.***
- *Buildings should be sited and designed to be aesthetically pleasing as viewed from adjoining public streets. Excessively long, unbroken building facades shall be avoided. Building materials and design features shall be consistent with the general design theme and/or proposed use of the development. **Main building facades are broken up by awnings and windows. Staff believes that the public restroom portion of the design is a little plain. Additional decorative embellishments could be considered for this area.***
- *The use of special architectural features, including projecting windows, towers, turrets, arches and cupolas are encouraged, particularly on corner buildings. **Special features are utilized in the design such as arches above upper windows and decorative cornice on street sides of building.***

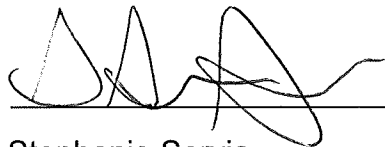
- *Opaque or reflective window tints and glazes are discouraged. **Windows do not appear to be opaque or reflective.***
- *Storage areas, dumpsters and other places that tend to be unsightly shall be screened by walls, fences, berms, vegetation, or combinations of these. The screening should be equally effective in winter and summer. **Garbage bins and other unsightly features will be screened off of the parking lot.***
- *The use of native and indigenous plant species is encouraged over exotic species. The use of invasive species, as defined by the Wisconsin Department of Natural Resources, is prohibited. **Plantings are all U.S. native species.***
- *The location, size, design, materials, and colors of signs should be compatible with the building style. **The signage is minimal but compliments the building exterior.***
- *Lighting fixtures and devices promoting energy efficiency are encouraged. **No lighting plan yet, however the light fixtures they plan on using are energy efficient.***

Overall, city staff believes that the proposed project will complement existing buildings in the central business district well. The building's façades feature elements which break up the appearance while remaining cohesive. Some areas of the proposed building plan are a bit plain but could be improved with additional decorative elements. City staff recommends that the plan be approved.

The Aesthetic Design and Site Plan Review Board may choose to:

- 1) Approve the site plan as presented.
- 2) Approve the site plan with conditions.
- 3) Reject the site plan.

Prepared By:



Stephanie Servia
Planner / Zoning Administrator

4/5/2023

Date

CITY OF STURGEON BAY

AESTHETIC DESIGN & SITE PLAN REVIEW BOARD

APPLICATION FOR **CERTIFICATE OF APPROPRIATENESS**

Name: Shirley Weese Young

Owner of Premises: Shirley Weese Young

Address or Legal Description of Premises:
330 Jefferson Street, Sturgeon Bay 54235

Statement of Specific Item Requested for Approval:
Approval of Muse Music Venue and Efficiency
Apartment

3/17/2023
Date

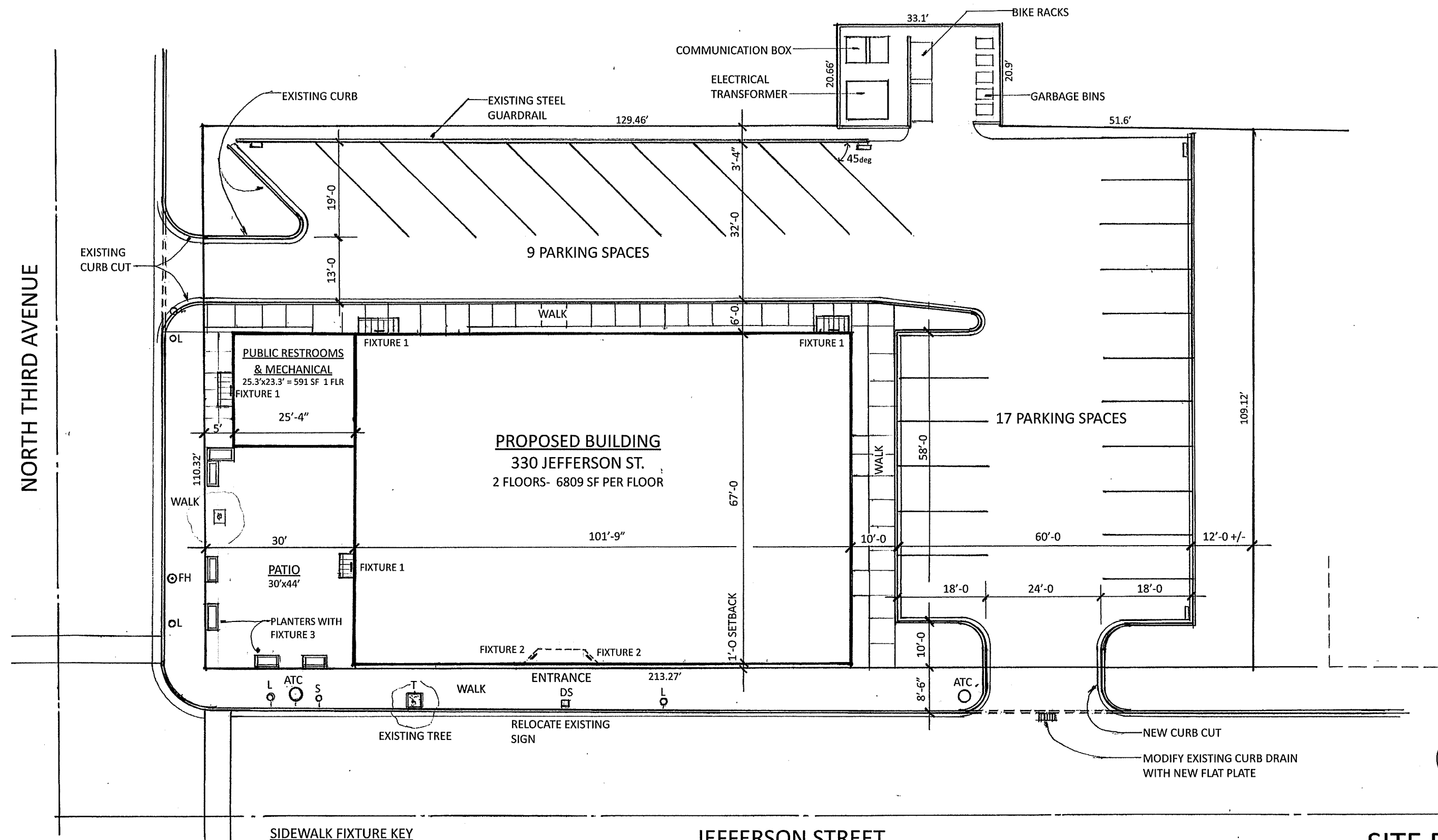
Shirley Weese Young
Applicant

Date Received: 3/17/2023

Staff Signature: _____

Date Approved/Denied: _____

NORTH THIRD AVENUE

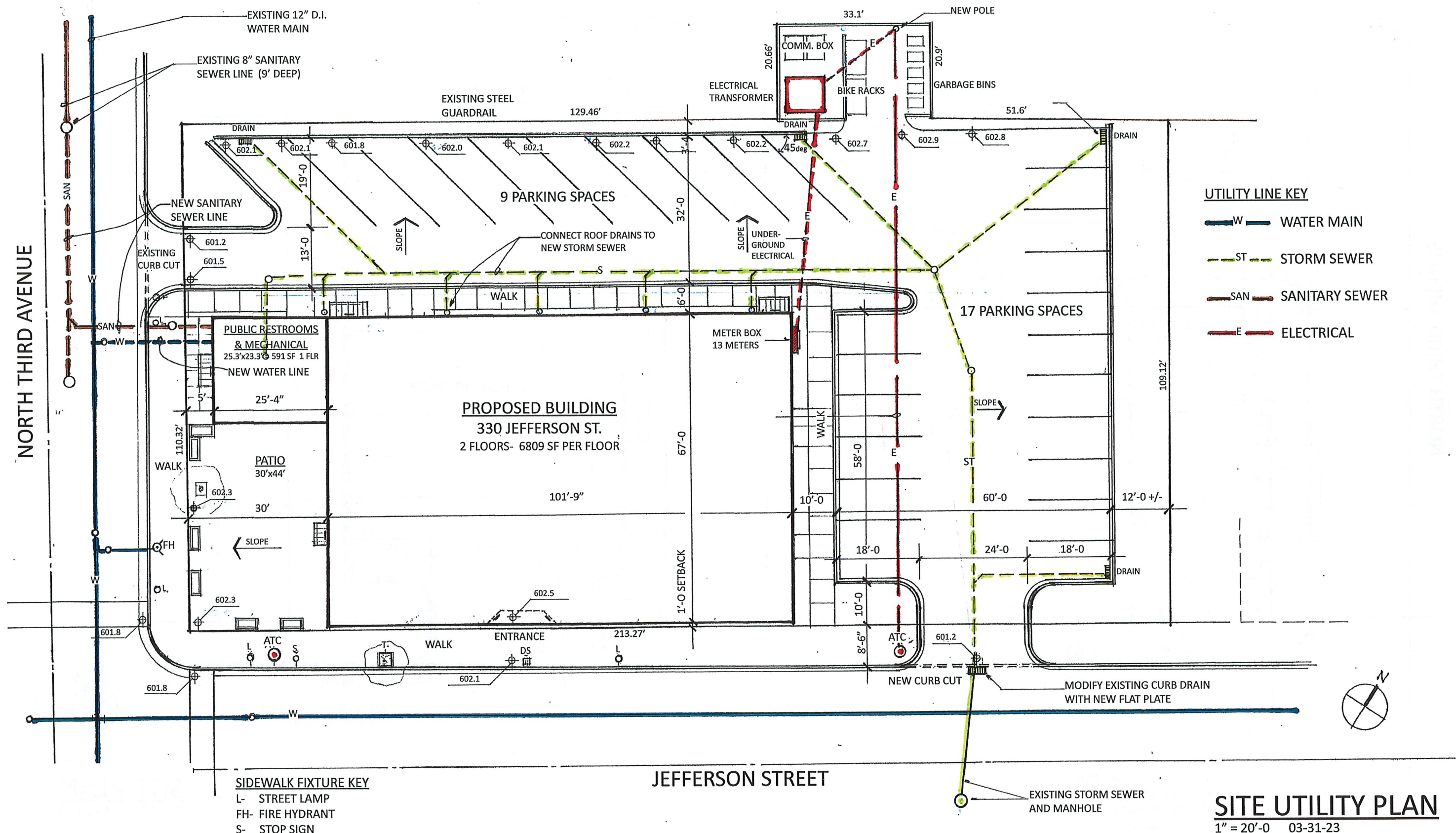


SIDEWALK FIXTURE KEY
L- STREET LAMP
FH- FIRE HYDRANT
S- STOP SIGN
DS- DIRECTIONAL SIGN
T- TREE
ATC- ATC POWER POLE

JEFFERSON STREET

SITE PLAN
1" = 20'-0 03-31-23

MUSE 330 Jefferson Street Sturgeon Bay, Wisconsin	Richard Toyne Architect Sturgeon Bay, WI 920-746-7568 richardtoynearchitect.com
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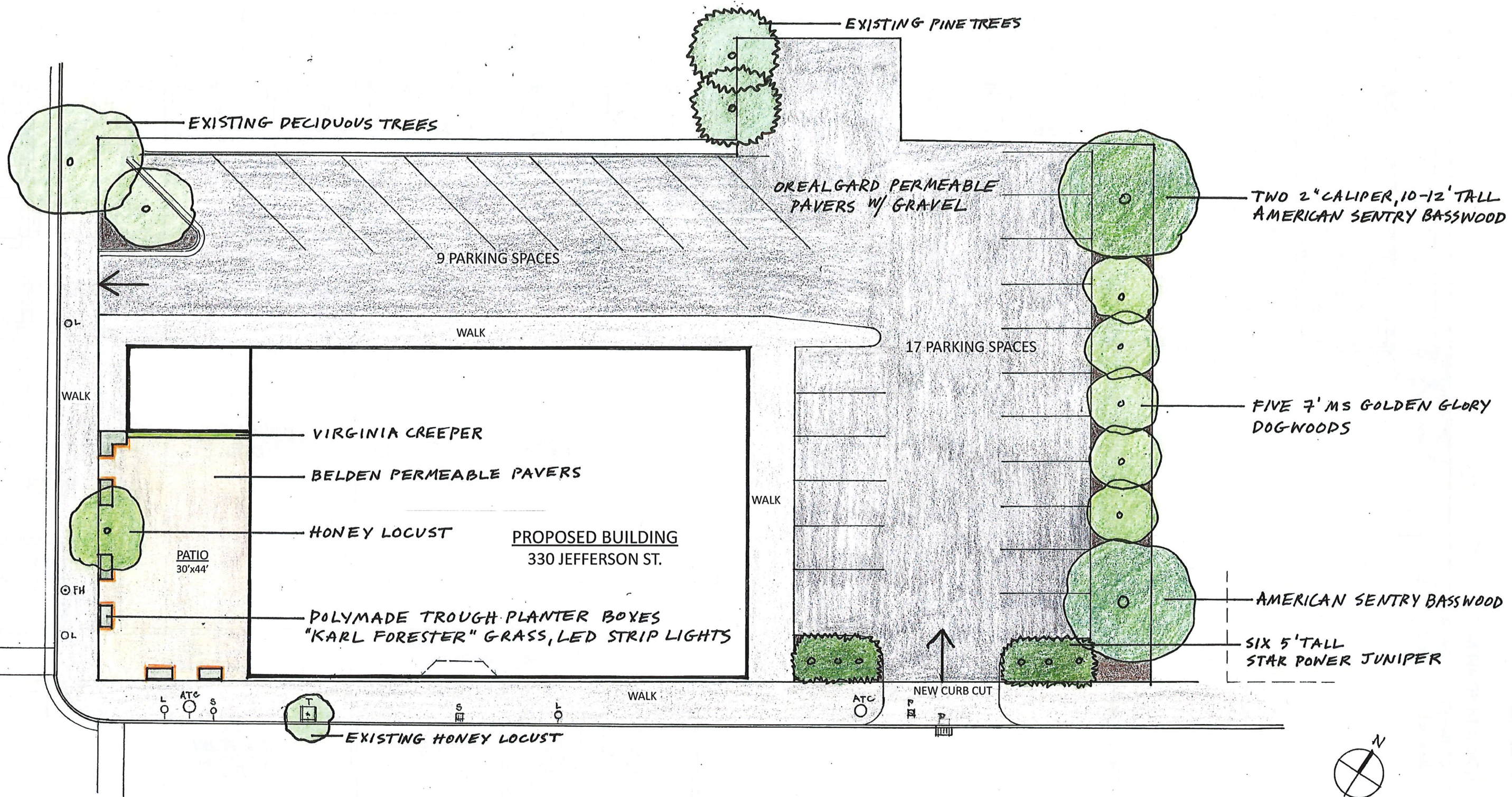


SITE UTILITY PLAN

1" = 20'-0 03-31-23

<p>MUSE</p> <p>330 Jefferson Street Sturgeon Bay, Wisconsin</p>	<p>Richard Toyne Architect</p> <p>Sturgeon Bay, WI 920-746-7568 richardtoynearchitect.com</p>
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NORTH THIRD AVENUE



JEFFERSON STREET

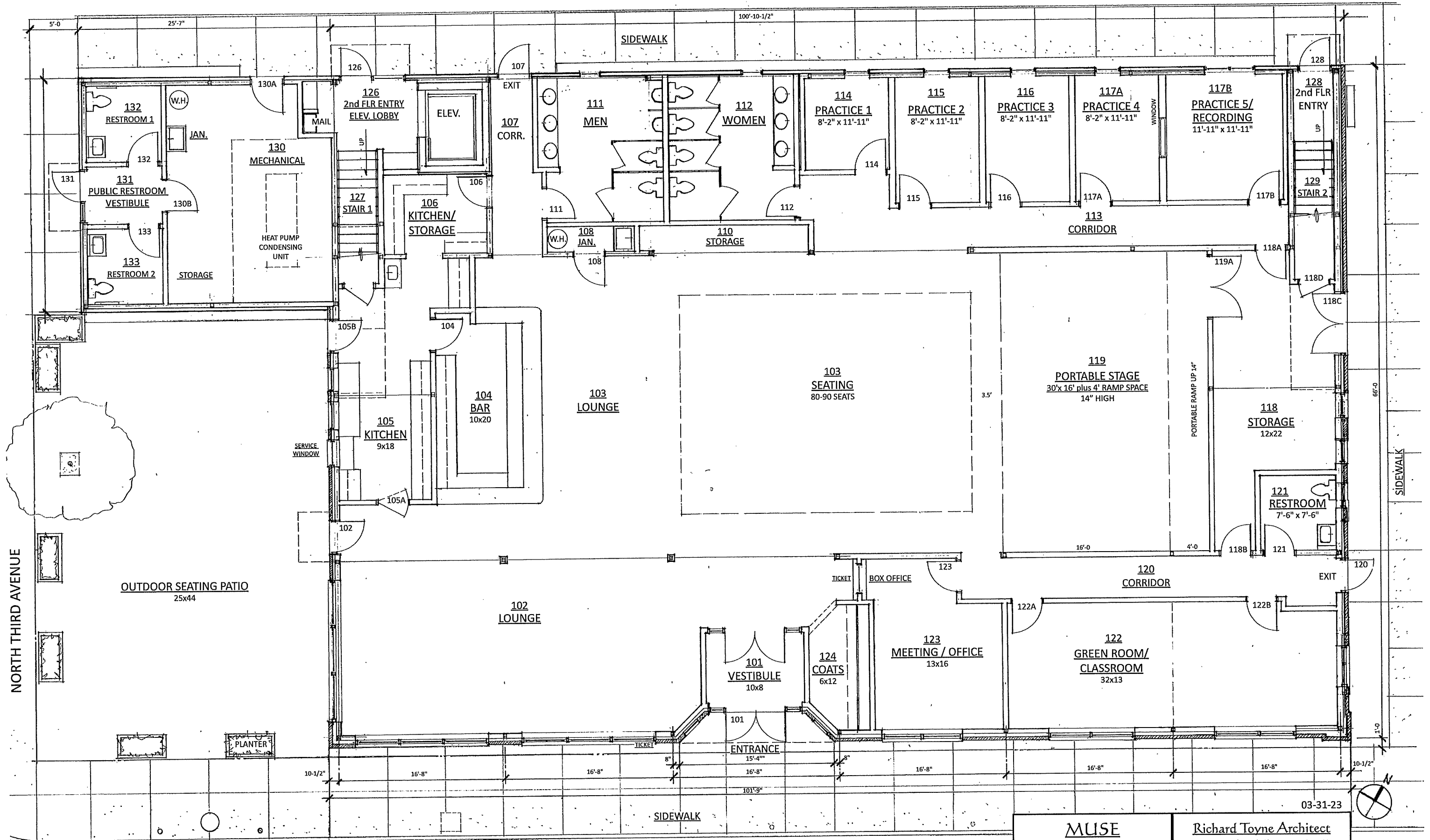
LANDSCAPE PLAN

1" = 20'-0"

03-31-23

MUSE
330 Jefferson Street
Sturgeon Bay, Wisconsin

Richard Toyne Architect
Sturgeon Bay, WI 920-746-7568
richardtoynearchitect.com

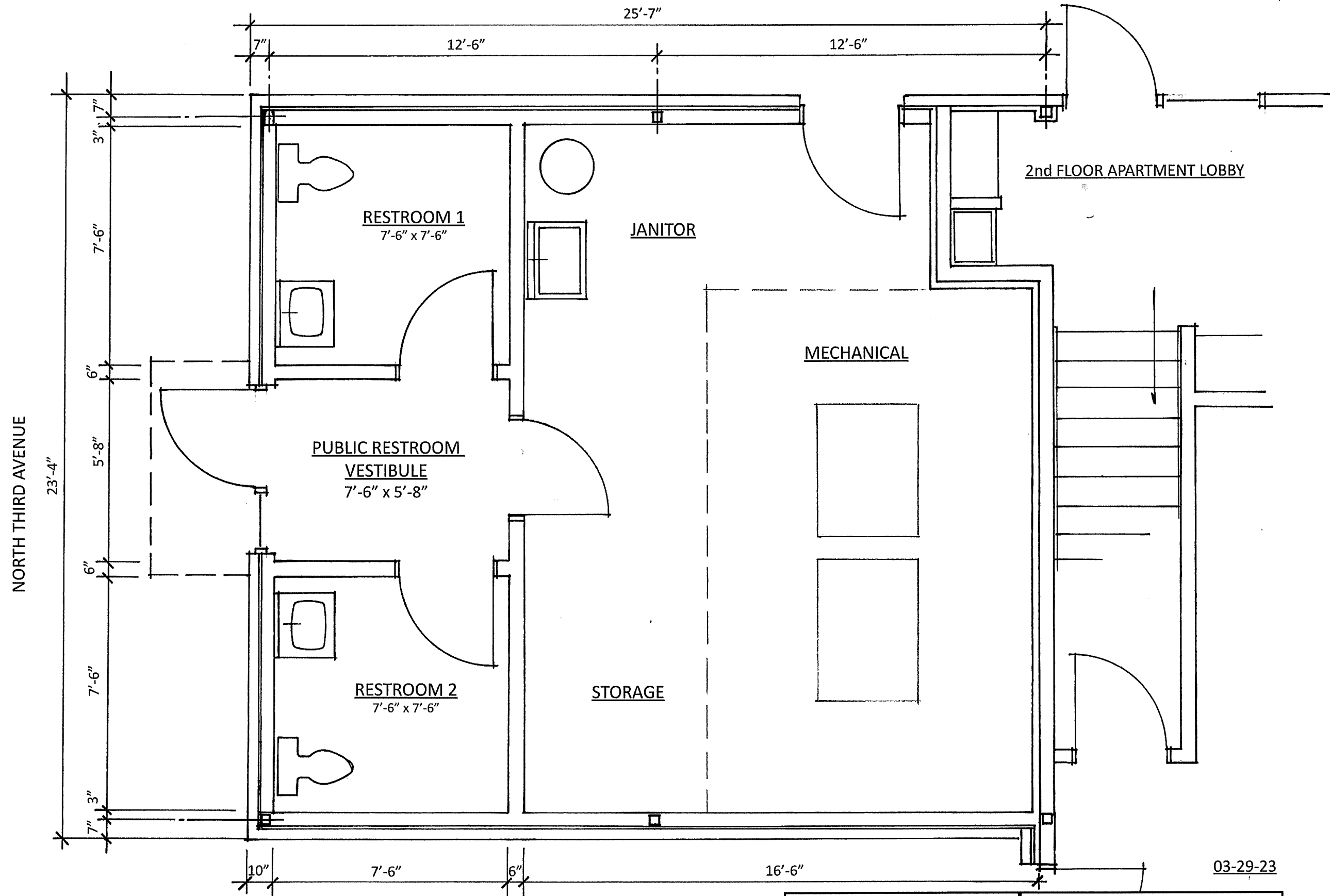


FIRST FLOOR PLAN
1/8" = 1'-0"

JEFFERSON STREET

MUSE
330 Jefferson Street
Sturgeon Bay, Wisconsin

Richard Toyne Architect
Sturgeon Bay, WI 920-746-7568
richardtoynearchitect.com



03-29-23

PUBLIC RESTROOM FLOOR PLAN

1/4" = 1'-0"

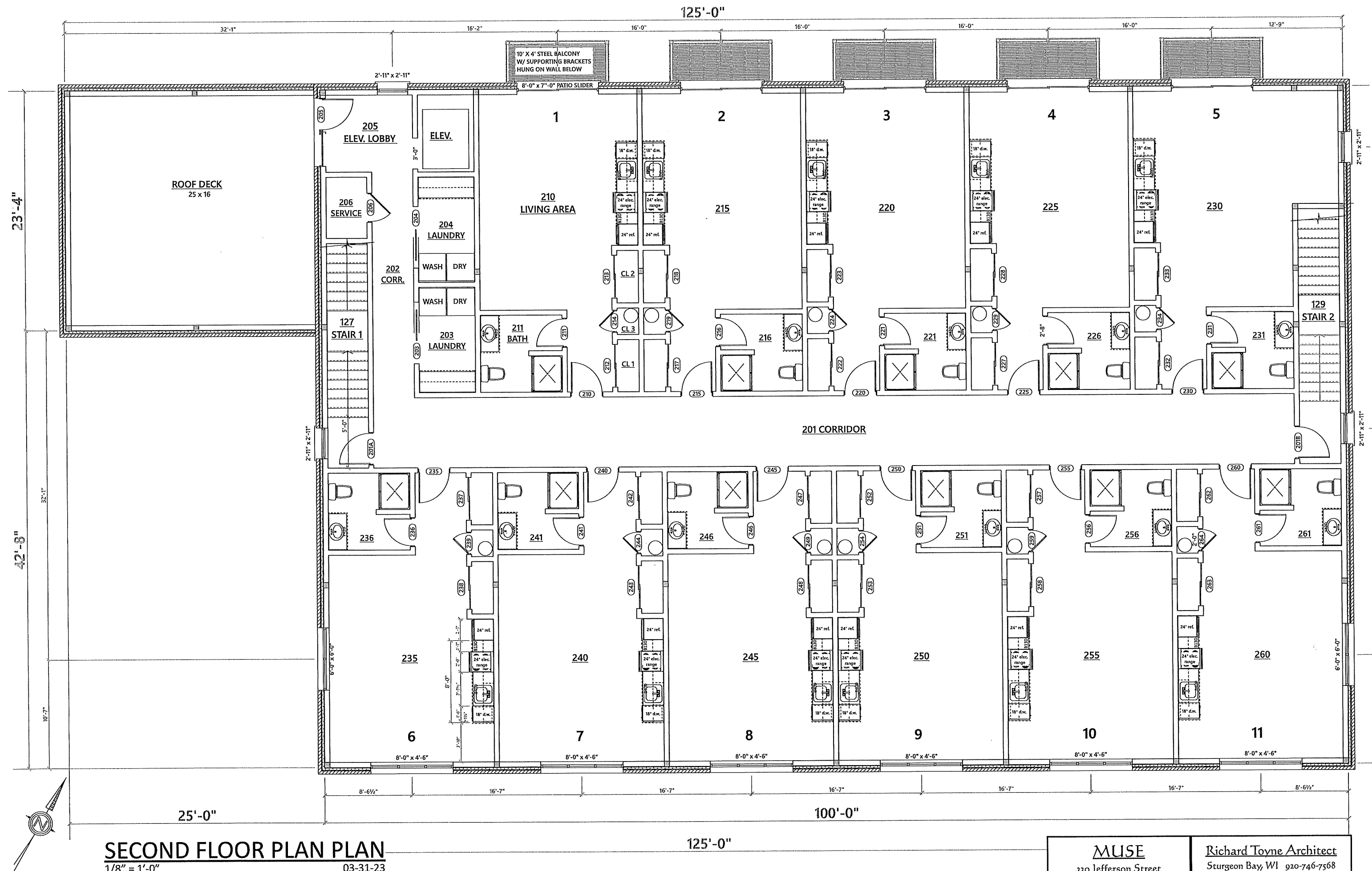
RESTROOM AND VESTIBULE GROSS AREA = 206 SF

MUSE

330 Jefferson Street
Sturgeon Bay, Wisconsin

Richard Toyne Architect

Sturgeon Bay, WI 920-746-7568
richardtoynearchitect.com

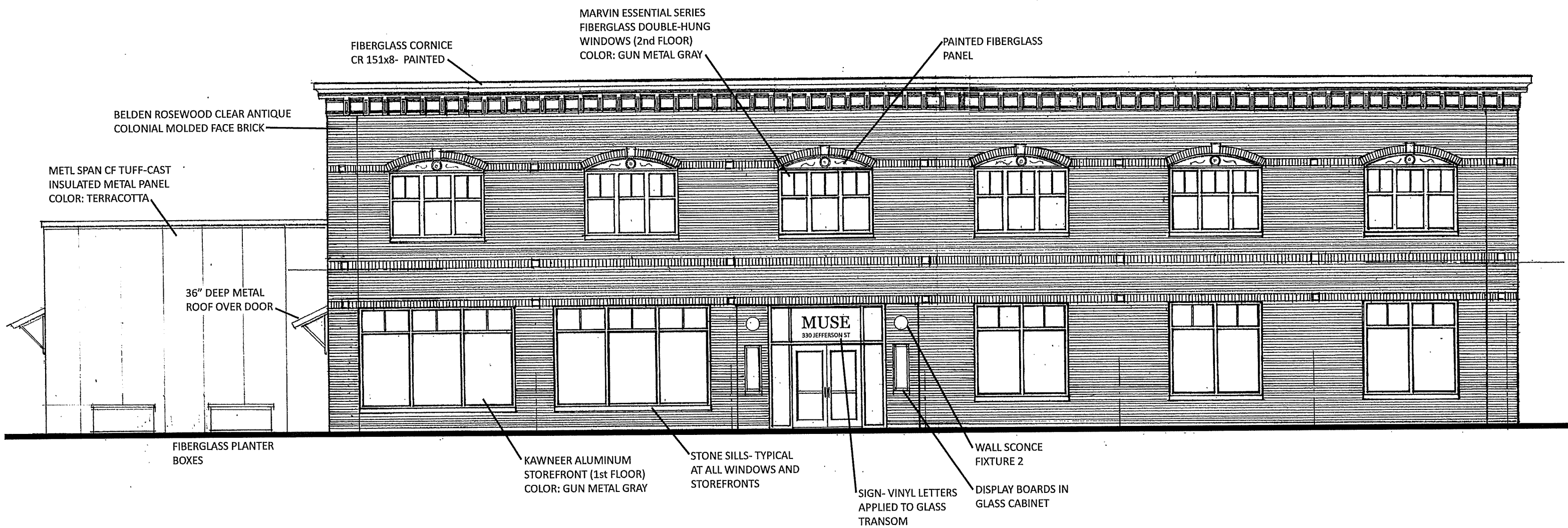




SOUTH ELEVATION
1/8" = 1'-0" 03-31-23

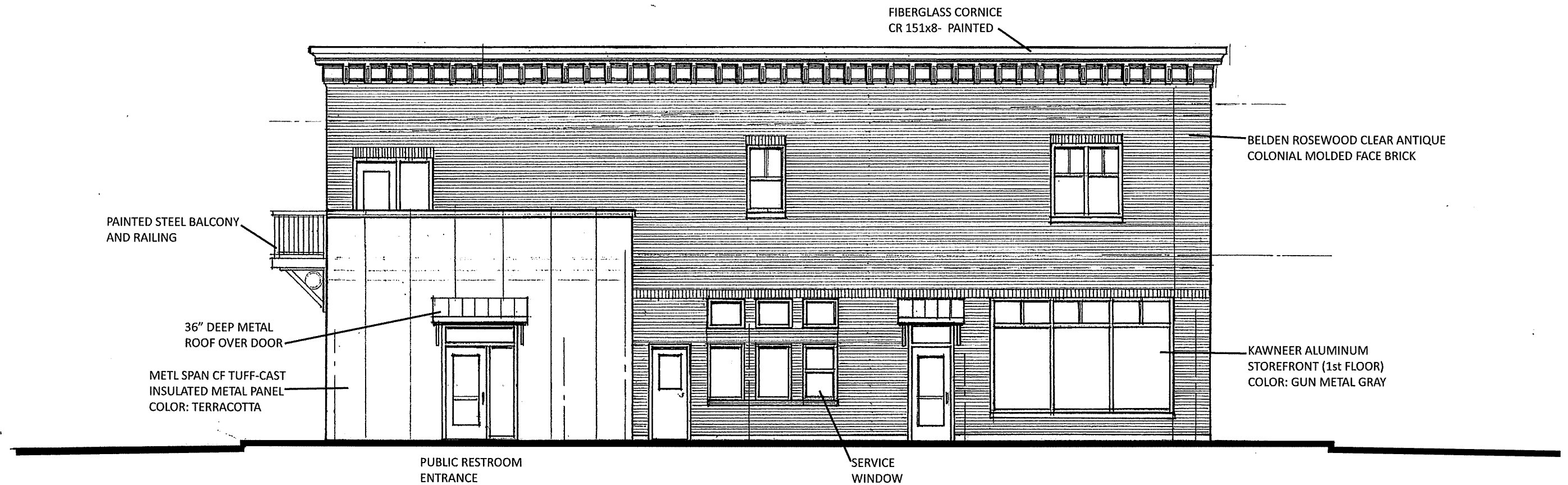
MUSE
330 Jefferson Street
Sturgeon Bay, Wisconsin

Richard Toyne Architect
Sturgeon Bay, WI 920-746-7568
richardtoynearchitect.com

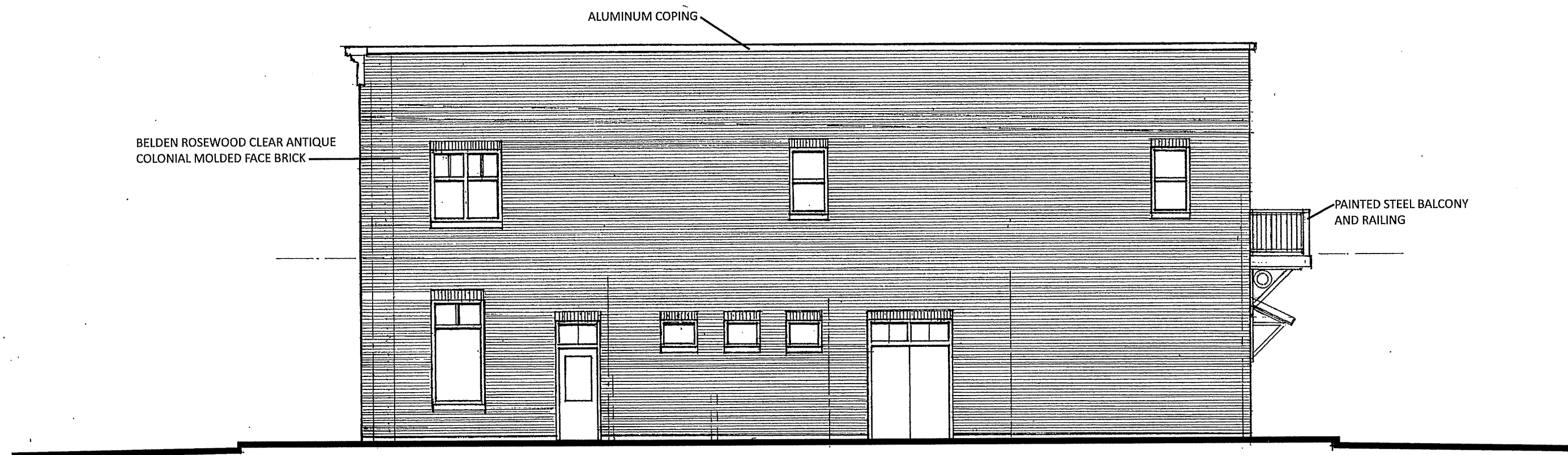


SOUTH ELEVATION
 1/8" = 1'-0" 03-31-23

<p>MUSE 330 Jefferson Street Sturgeon Bay, Wisconsin</p>	<p>Richard Toyne Architect Sturgeon Bay, WI 920-746-7568 richardtoynearchitect.com</p>
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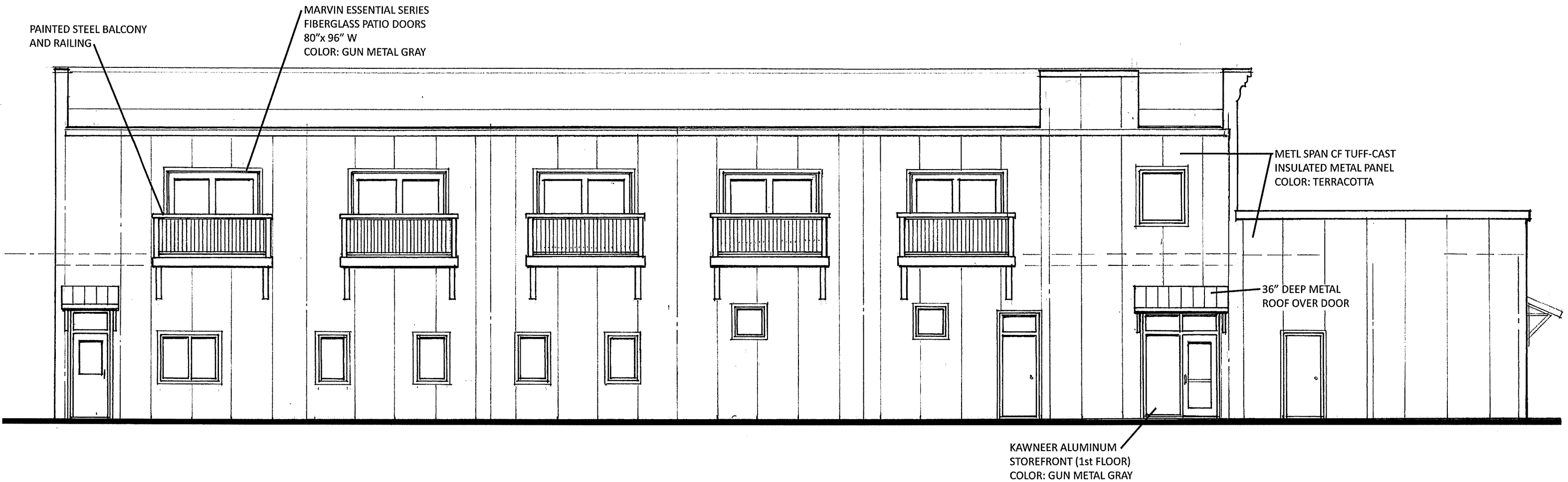
WEST ELEVATION
1/8" = 1'-0 03-31-23



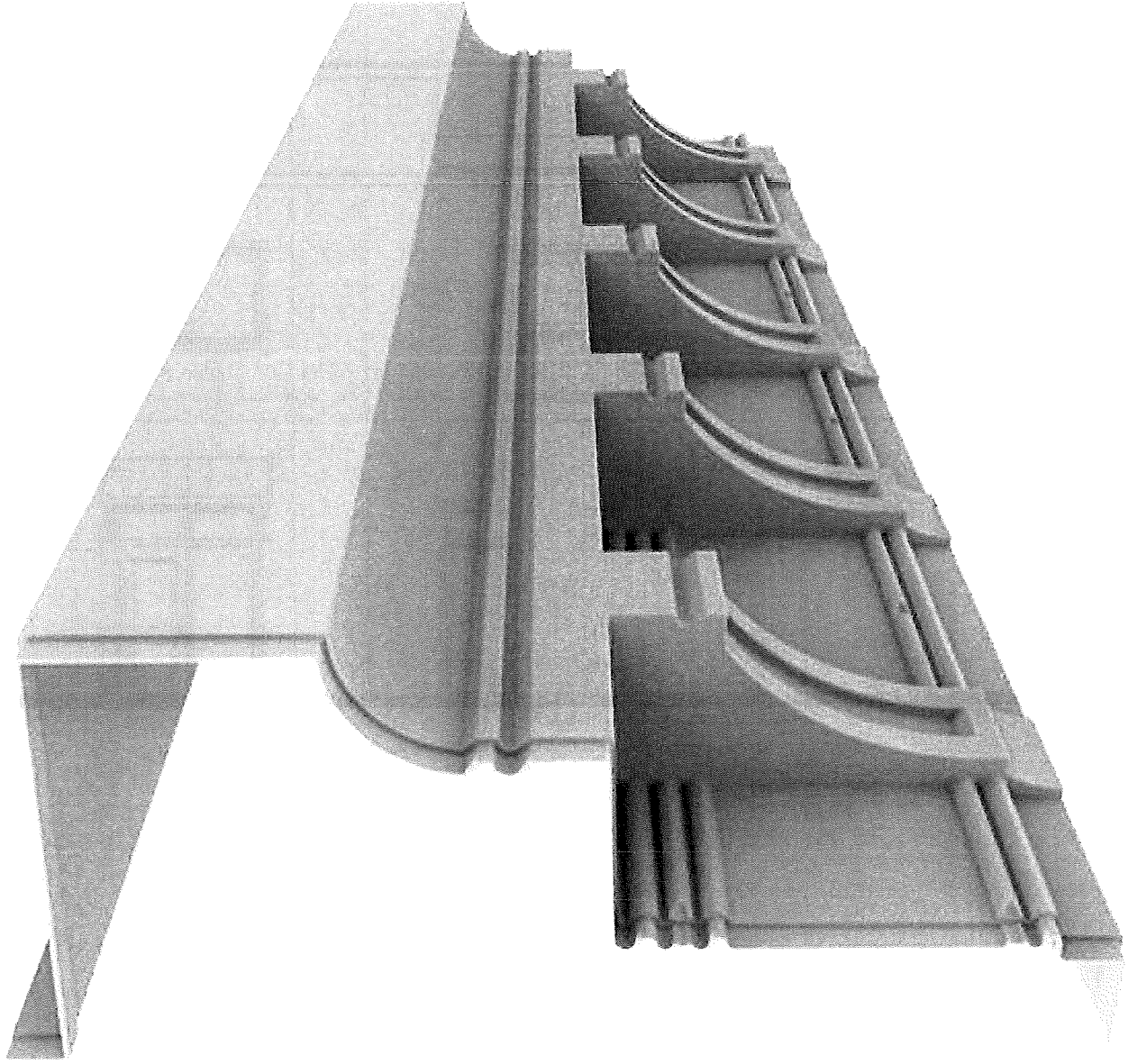
EAST ELEVATION
 1/8" = 1'-0" 03-31-23

MUSE
 330 Jefferson Street
 Sturgeon Bay, Wisconsin

Richard Toyne Architect
 Sturgeon Bay, WI 920-746-7568
 richardtoynearchitect.com



NORTH ELEVATION
1/8" = 1'-0 03-31-23



FIBERGLASS CORNICE CR-151x8

MUSE 330 JEFFERSON STREET STURGEON BAY, WI
03-31-23

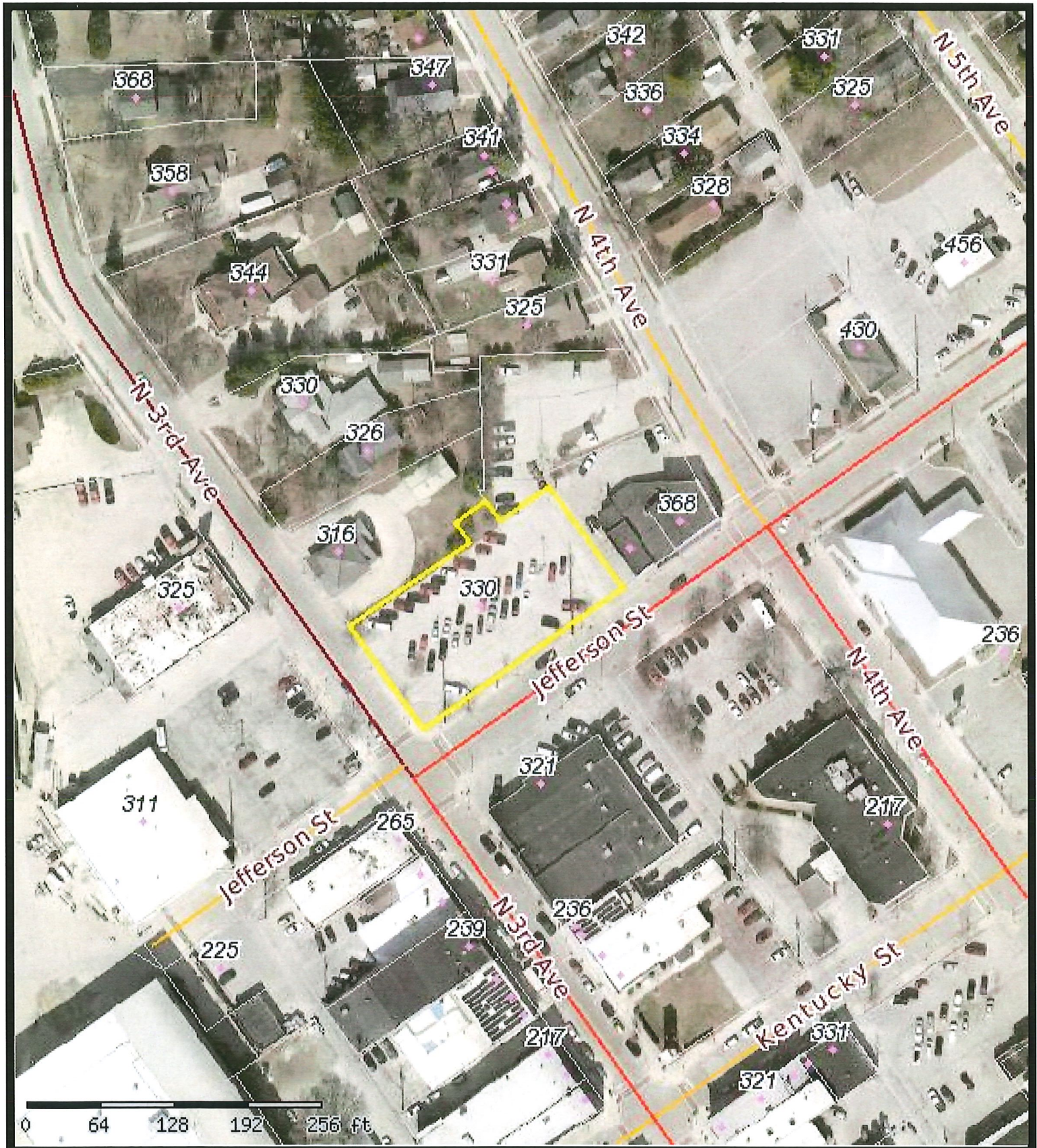
Richard Toyne Architect

Map

Printed 04/05/2023 courtesy of Door County Land Information Office



... from the Web Map of ...
([//www.co.door.wi.gov](http://www.co.door.wi.gov))
Door County, Wisconsin
... for all seasons!



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Aesthetic Design & Site Plan Review Board

Projects Approved by Chairman

Dates: 2/27/23 – 4/4/23

Number	Name	Address	Description	Date	Who Approved	Conditions
A-11-23	115 Club Ltd	115 N. 5th Ave	16' x 24' open air pavilion	3/22/2023	AES Chairman	Sides must remain open and roof must be earth tone.