



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, DECEMBER 7, 2021
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
DAVID J WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Public Comment on agenda items only.
6. Consideration of the following bills: General Fund – \$78,314.59, Capital Fund - \$8,388.35, Cable TV - \$5,205.83, TID #3 - \$475.00, TID #4 - \$2,171.15, TID #5 - \$754.00, Solid Waste Enterprise Fund - \$20,333.23 and Compost Site Enterprise Fund - \$217.97 for a grand total of \$115,860.12 [roll call]
7. **CONSENT AGENDA**
 - * All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
 - * a. Approval of 11/16/21 regular Common Council minutes.
 - * b. Place the following minutes on file:
 - (1) Joint Parks & Recreation Committee/Board – 10/27/21
 - (2) Zoning Board of Appeals – 11/9/21
 - (3) Finance/Purchasing & Building Committee – 11/9/21
 - (4) Local Arts Board – 11/10/21
 - (5) Waterfront Redevelopment Authority – 11/10/21
 - (6) Ad Hoc NERR Advisory Committee – 11/12/21
 - (7) Board of Public Works – 11/16/21
 - * c. Consideration of: Approval of Beverage Operator licenses.
 - * d. Consideration of: Approval of Class A Beer & Class A Liquor for Coborns, Inc.
 - * e. City Plan Commission recommendation re: Grant a 1-year extension to Cherryland Properties, LLC for the PUD located at 145 S. Neenah Avenue.
 - * f. Personnel Committee recommendation re: Changing the current Part-Time City Hall Custodian position to a Full-Time City Hall Maintenance/Custodian position at up to \$25.00 per hour.
8. Mayoral Appointments.

9. Second reading of ordinance re: Section 10.09(1)(b), 10.09(1)(f), and 10.09(5) of the Municipal Code - Unreasonable, Excessive and Unnecessary Noise.
10. Community Protection & Services Committee recommendation re: Exclude the Downtown Entertainment District from Section 10.175 of the Municipal Code – Drinking on Public Property Regulated.
11. First reading of ordinance re: Section 10.175 of the Municipal Code – Public Consumption Area.
12. Finance/Purchasing & Building Committee recommendation re: Approve the Intergovernmental Agreement for Technical Support Services with County of Door for the period of January 1, 2022 – December 31, 2022 in the amount of \$50,000.
13. Finance/Purchasing & Building Committee recommendation re: Sell property located at 1048 Egg Harbor Road, to Doreen Phillips of Cherry Point Investments.
14. City Plan Commission recommendation re: Approve the restructured permitted and conditional uses within the Sturgeon Bay Zoning Code.
15. Resolution re: Wisconsin Ready for Reuse Loan and Grant Program.
16. City Administrator report.
17. Mayor's report.
18. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 12.3.21

Time: 12:00pm

By: UM

NOTE: COUNCIL CHAMBERS WILL BE OPEN TO THE PUBLIC TO OBSERVE AND RENDER PUBLIC COMMENT ON AGENDA ITEMS ONLY. THE MEETING WILL BE LIVESTREAMED AT <https://sbtv.viebit.com/> AND CABLE ACCESS CHANNEL 988.

CITY OF STURGEON BAY
GENERAL PROCEDURES FOR PUBLIC COMMENT AT COMMON COUNCIL MEETINGS

Any citizen requesting to address the Council during the public comment portion of the meeting:

- Must fill out a "Request to Comment" form and turn it in to the City Clerk or Mayor PRIOR to the start of the meeting. Name and address must be filled in. Indicate the agenda item number that you are planning to provide public comment on. Public Comment will be restricted to Agenda Items only.
- Individuals will have a maximum of three (3) minutes to address the Council. A total of 30 minutes will be allotted to Public Comment per meeting, unless the Council body agrees to extend the time. The extensions will be 15 minute additional increments.
- Priority will be given to City residents.
- The speaker shall not engage in personal attacks against the Mayor, Council members, City staff or its representatives and remain courteous and respectful. The Council/Committee requests that all comments and interactions between those present be conducted in a constructive and respectful manner. Anyone acting in a disruptive or disrespectful manner will be asked to leave the meeting by the person presiding at the meeting.
- The Mayor/Chair may ask questions of the speaker for clarification purposes.
- The Mayor/Chair may allow, at his discretion, Council/Committee members or staff to respond to the speaker's comment. However, dialogue will not ensue.
- The Mayor/Chair may refer the matter to a committee or to the City Administrator for further follow up as needed.

IF EVERYONE ABIDES BY THESE GUIDELINES, OUR MEETINGS WILL MOVE ALONG SMOOTHLY AND BUSINESS WILL BE CONDUCTED IN AN EFFICIENT AND TIMELY MANNER. YOUR COOPERATION WILL BE APPRECIATED BY ALL PRESENT AT THE MEETING.

PLEASE NOTE THAT LETTERS WILL NOT BE READ INTO THE RECORD AS PUBLIC COMMENT. ONLY LETTERS RECEIVED FOR A PUBLIC HEARING WILL BE READ INTO THE RECORD.

NOTE: IF TOPICS THAT WILL GENERATE SIGNIFICANT POTENTIAL FOR PUBLIC COMMENT APPEAR ON THE COUNCIL AGENDA, A PUBLIC HEARING WILL TAKE PLACE PRIOR TO THE COUNCIL MEETING.

RESPECTFULLY,
MAYOR DAVID J. WARD

REVISED: 6/2/20

INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19880	STURGEON BAY UTILITIES	2020.2021 ADDL INTEREST	01-000-000-24340	32.15
19880		2020.2021 TAX ROLL	01-000-000-24340	380.87
R0001726	RICHARD NELSON	SIGN DEPOSIT REFND/R NELSON	01-000-000-23168	50.00
R0001727	KWIK TRIP	SIGN DEPOSIT REFND/KWIK TRIP	01-000-000-23168	100.00
TOTAL LIABILITIES				563.02
TOTAL GENERAL FUND				563.02
LAW/LEGAL				
03950	DAVIS KUELTHAU	10/21 GEN LEGAL MATTERS	01-110-000-55010	312.00
03950		10/21 GEN LEGAL MATTERS	01-110-000-55010	988.00
03950		10/21 GEN LEGAL MATTERS	01-110-000-55010	2,024.00
16555	PINKERT LAW FIRM, LLP	10/21 TRAFFIC MATTERS	01-110-000-55010	3,150.00
TOTAL				6,474.00
TOTAL LAW/LEGAL				6,474.00
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	10/21 RECORDINGS	01-115-000-56350	45.00
13901	MTAW	MTAW RECERTIFICATION/CLARIZIO	01-115-000-55600	50.00
17700	QUILL CORPORATION	POST ITS/FOLDERS/2022 LABEL	01-115-000-51950	56.87
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ENEVELOPES/POST ITS	01-115-000-51950	55.59
R0000394	SAFEGUARD BUSINESS SYSTEMS	2021 W-2 FORMS	01-115-000-51600	82.36
R0000394		2021 1099 NEC	01-115-000-51600	86.03
R0000394		2021 W-2 COPY B,C,2	01-115-000-51600	66.25
R0000394		SHIPPING	01-115-000-51600	23.17
R0000394		2021 1099MISC	01-115-000-51600	19.71
R0000394		SHIPPING	01-115-000-51600	17.89
TOTAL				502.87
TOTAL CITY CLERK-TREASURER				502.87
COMPUTER				
03101	CDW GOVERNMENT, INC.	4 MONITORS	01-125-000-55550	634.36
03101		HP LASERJET PRINTER/CLERK	01-125-000-55550	449.88
TOTAL				1,084.24
TOTAL COMPUTER				1,084.24
CITY ASSESSOR				
ASSO APP	ASSOCIATED APPRAISALS	12/21 CONTRACT	01-130-000-55010	4,916.63
TOTAL				4,916.63
TOTAL CITY ASSESSOR				4,916.63

INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	10/21 CHAD CELL SERVICE	01-145-000-58250	42.49
TOTAL				42.49
TOTAL MUNICIPAL SERVICES ADMIN.				42.49
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	10/21 STEVE CELL SERVICE	01-150-000-58250	32.99
03133		10/21 MIKE B CELL SERVICE	01-150-000-58250	44.00
22800	WALMART	ASSORTED OFFICE SUPPLIES	01-150-000-51950	20.88
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	CALC RIBBON	01-150-000-51950	7.44
TOTAL				105.31
TOTAL PUBLIC WORKS ADMINISTRATION				105.31
CITY HALL				
03159	SPECTRUM	10/21 FIRE CABLE SVC	01-160-000-58999	141.96
04575	DOOR COUNTY HARDWARE	SUPPLIES	01-160-000-51850	8.17
04575		SPRAYER/CLEANER	01-160-000-51850	46.98
04966	EAGLE MECHANICAL INC	BOILER START UP-SHILOH PROP	01-160-000-55300	108.75
19880	STURGEON BAY UTILITIES	1317 SHILOH RD	01-160-000-56150	45.70
19880		1317 SHILOH RD	01-160-000-58650	9.83
19880		421 MICHIGAN STREET	01-160-000-56150	3,349.99
19880		421 MICHIGAN STREET	01-160-000-58650	169.72
23730	WPS	421 MICHIGAN STREET	01-160-000-56600	1,543.90
WARNER	WARNER-WEXEL LLC	CLING BOWL CLEANER	01-160-000-51850	35.88
WARNER		CAN LINERS	01-160-000-51850	34.81
TOTAL				5,495.69
TOTAL CITY HALL				5,495.69
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	JT REVIEW NOTICE	01-199-000-57450	49.14
08167		PUBLIC HRING NOTICE	01-199-000-57450	39.95
08167		ORD 1392 PUBLICATION	01-199-000-57450	49.80
08167		ORD 1393 PUBLICATION	01-199-000-57450	103.21
08167		COUNCIL MINUTES PUBLICATION	01-199-000-57450	53.75
08167		PUBLIC NOTICE	01-199-000-57450	1,596.39
08167		LEGAL AD	01-199-000-57450	523.24
PENINSUL	PENINSULA PROP. SERVICES LLC	11.41 TN STONE-WOOLY DISPLAY	01-199-000-58999	1,141.00
US BANK	US BANK EQUIPMENT FINANCE	11/21 FIRE COPIER	01-199-000-55650	99.50
US BANK		11/21 COPY OVERAGE	01-199-000-55650	11.91
TOTAL				3,667.89
TOTAL GENERAL EXPENDITURES				3,667.89

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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
POLICE DEPARTMENT				
22800	WALMART	ASSORTED OFFICE SUPPLIES	01-200-000-51950	9.70
TOTAL				9.70
TOTAL POLICE DEPARTMENT				9.70
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	10/21 CRADELPOINT PORT SEC CAM	01-215-000-58999	52.97
04696	DOOR COUNTY TREASURER	10/21 FUEL CHARGES	01-215-000-51650	4,234.37
19880	STURGEON BAY UTILITIES	SUNSET PRK BT LAUNCH	01-215-000-56150	17.47
19880		110S NEENAH AVE CAMERA	01-215-000-56150	15.01
19880		SHORECREST RD CAMERA	01-215-000-56150	14.15
DEIBELE	LUKE DEIBELE	BOOT REIMBURSE/DEIBELE	01-215-000-52900	100.00
DEIBELE		FUEL/DEIBELE TRAC CONF	01-215-000-51650	13.92
DEIBELE		MEAL/DEIBELE TRAC CONF	01-215-000-55600	8.47
DEIBELE		TRAINING MEAL EXPENSES/DEIBELE	01-215-000-55600	46.17
WI TRACS	WI DOT/BADGER TRACS	DIEBELE TRACS CONF REG	01-215-000-55600	70.00
TOTAL				4,572.53
TOTAL POLICE DEPARTMENT/PATROL				4,572.53
FIRE DEPARTMENT				
04696	DOOR COUNTY TREASURER	10/21 FUEL	01-250-000-51650	1,851.58
11545	MAPLE STREET SIGN CO.	E4 DECAL REPLACEMENT	01-250-000-53000	40.00
14875	NWTC GREEN BAY	EMR BOOKS/SUPPLIES	01-250-000-56000	605.22
18448	RENNERTS FIRE EQUIP SER INC	VALVE REPAIR	01-250-000-53000	661.25
18448		CREDIT	01-250-000-53000	-90.00
19880	STURGEON BAY UTILITIES	93 E MAPLE STREET DOCK	01-250-000-56675	6.22
19880		92 E MAPLE STREET	01-250-000-56675	6.22
19880		1317 SHILOH RD	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	01-250-000-56675	6.22
19880		421 MICHIGAN STREET	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	41.66
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		835 N 14TH AVE	01-250-000-56675	49.73
19880		SUNSET CONS CNTR	01-250-000-56675	49.73
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		JUNIPER ST-OTUMBA PARK	01-250-000-56675	6.22
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	6.22
19880		WEST SIDE WARMING HOUSE	01-250-000-58650	69.92
19880		WEST SIDE FIRE STATION	01-250-000-56675	49.73
19880		WEST SIDE FIRE STATION	01-250-000-56150	149.31
19880		WEST SIDE FIRE STATION	01-250-000-58650	99.48
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		38 S NEENAH RESTROOM	01-250-000-56675	31.08
19880		WEST SIDE BALLFLD LTS	01-250-000-56675	31.08
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		FIRE TRAINING SITE	01-250-000-56675	6.22
19880		FIRE TRAINING SITE	01-250-000-56150	13.49
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		212 W LOCUST CT	01-250-000-56675	6.22

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CITY OF STURGEON BAY
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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		107 M 1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY PKG RAMP	01-250-000-56675	6.22
19880		KENTUCKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM	01-250-000-56675	15.54
20725	T R COCHART TIRE CENTER	TIRE REPAIR CH11	01-250-000-53000	30.00
23730	WPS	11/21 656 S OXFORD AVE WS FIRE	01-250-000-56600	136.10
IFSTA	FIRE PROTECTION PUBLICATIONS	SHIPBOARD FF BOOKS	01-250-000-56000	1,428.00
JORNS	ETHAN JORNS	UNIFORM BELT/E JORNS	01-250-000-52900	228.91
VANS	VANS FIRE & SAFETY, INC	WATER EXTINGUISHER ANTIFREEZE	01-250-000-54999	301.00
TOTAL				6,274.21
TOTAL FIRE DEPARTMENT				6,274.21
STORM SEWERS				
19297	SHORE TO SHORE RENTAL, INC	CONCRETE VIBRATOR RENTAL	01-300-000-57700	290.95
TOTAL				290.95
TOTAL STORM SEWERS				290.95
LARGE ITEM PICKUP / LEAF COLL				
GFLENVIR	GFL ENVIRONMENTAL, INC	MSW 2.51 TONS	01-311-000-58400	161.82
TOTAL				161.82
TOTAL LARGE ITEM PICKUP / LEAF COLL				161.82
STREET SWEEPING				
25700	ZARNOTH BRUSH WORKS INC	BROOM REFILL	01-330-000-51400	522.00
TOTAL				522.00
TOTAL STREET SWEEPING				522.00
ROADWAYS/STREETS				
04545	DOOR COUNTY COOPERATIVE/NAPA	GRASS SEED	01-400-000-52500	119.50
04696	DOOR COUNTY TREASURER	HOT MIX	01-400-000-52200	1,334.73
TOTAL				1,454.23
TOTAL ROADWAYS/STREETS				1,454.23
SNOW REMOVAL				
SNOW REMOVAL				

INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
SNOW REMOVAL				
SNOW REMOVAL				
PACKER	PACKER CITY TRUCKS, INC	FILTERS	01-410-000-51400	441.46
TOTAL SNOW REMOVAL				441.46
TOTAL SNOW REMOVAL				441.46
STREET MACHINERY				
02005	BAY ELECTRONICS, INC.	MOUNTS/ANTENNA	01-450-000-57550	156.40
04545	DOOR COUNTY COOPERATIVE/NAPA	LAMP	01-450-000-52150	5.14
04545		WHEEL CHARGER	01-450-000-52150	145.00
04545		HYDR OIL	01-450-000-53000	149.28
04575	DOOR COUNTY HARDWARE	BYPASS LOPPER	01-450-000-54999	31.99
04575		TIEDOWN/TARP STRAPS	01-450-000-53000	28.76
04575		FASTENERS	01-450-000-52150	6.90
04575		BUNGEE CORD	01-450-000-52150	17.99
04696	DOOR COUNTY TREASURER	10/21 FUEL 390.58G	01-450-000-51650	1,180.33
04696		10/21 DSL FUEL 578.88G	01-450-000-51650	1,883.10
06012	FASTENAL COMPANY	FASTENERS	01-450-000-53000	18.46
20725	T R COCHART TIRE CENTER	FLAT TIRE REPAIR/VALVE	01-450-000-53000	35.00
20725		FLAT TIRE REPAIR	01-450-000-53000	20.00
20725		TIRES/DISPOSAL	01-450-000-53000	238.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	KEY	01-450-000-53000	14.89
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	28OZ PROTECTANT	01-450-000-53000	11.99
TOTAL				3,943.23
TOTAL STREET MACHINERY				3,943.23
CITY GARAGE				
01469	AIRGAS NORTH CENTRAL	ANNL GAS CYLNR RNTAL 3 CYLNR	01-460-000-58999	261.00
04575	DOOR COUNTY HARDWARE	ROLLER/EXT POLE/PAINT	01-460-000-55300	246.30
04575		PAINT/ROLLER	01-460-000-55300	230.91
04575		PAINT	01-460-000-55300	280.97
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	13.39
19880		835 N 14TH AVE	01-460-000-56150	750.62
19880		835 N 14TH AVE	01-460-000-58650	72.57
TOTAL				1,855.76
TOTAL CITY GARAGE				1,855.76
HIGHWAYS - GENERAL				
07887	WALTER HANISKO	SAFETY BOOT TIP PROTECTORS	01-499-000-56800	7.36
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE SIGN	01-499-000-58000	15.86
19880		EGG HARBOR RD TRFFC LITE	01-499-000-58000	28.00
19880		N 14TH & EGG HRBR RD TRFF LITE	01-499-000-58000	31.95
19880		2 TRFFC WARNING LIGHTS	01-499-000-58000	5.50
19880		MADISON AVE WS TRFFC LITES	01-499-000-58000	139.10
19880		342 ORNAMENTAL ST LIGHTS	01-499-000-58000	5,020.36
19880		595 OVERHEAD ST LIGHTS	01-499-000-58000	6,648.45

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GENERAL FUND				
19880		S LANSING & WALNUT SIGN	01-499-000-58000	9.20
19880		323 S 1ST AVE EAST SIDE DOCK	01-499-000-58000	40.78
19880		OLD HWY RD SIGN	01-499-000-58000	15.86
TOTAL				11,962.42
TOTAL HIGHWAYS - GENERAL				11,962.42
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	10/21 MIKE B CELL SERVICE	01-500-000-58250	43.99
03133		10/21 CELL SERVICE	01-500-000-58250	26.00
17700	QUILL CORPORATION	OFFICE SUPPLIES	01-500-000-51950	62.98
22800	WALMART	ASSORTED OFFICE SUPPLIES	01-500-000-52250	68.04
23200	WDOR	ADVERTING- FARM MARKET	01-500-000-52250	72.00
CASE COM	CASE COMMUNICATIONS	ADVERTISING-FARM MARKET	01-500-000-52250	59.70
TOTAL				332.71
TOTAL PARK & RECREATION ADMIN				332.71
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMODES INC	DOG PARK PORT A POTTI	01-510-000-58999	100.00
04545	DOOR COUNTY COOPERATIVE/NAPA	PAINT	01-510-000-53000	22.39
04545		PAINT	01-510-000-53000	13.29
04575	DOOR COUNTY HARDWARE	ROOF NAILS	01-510-000-51850	4.59
04575		PINK FLAGGING TAPE	01-510-000-52100	2.59
04575		MULTISCREW	01-510-000-51850	13.99
04575		ROUGHNECK REFUSE CAN	01-510-000-51800	21.99
04575		RAKE	01-510-000-52700	37.98
04696	DOOR COUNTY TREASURER	10/21 FUEL 381.31G	01-510-000-51650	1,152.32
04696		10/21 DSL FUEL 12.36G	01-510-000-51650	40.21
04696		SIGNS	01-510-000-52550	234.33
06012	FASTENAL COMPANY	CABLE TIES	01-510-000-58450	21.97
19880	STURGEON BAY UTILITIES	WATER FOR PARKS	01-510-000-58650	46.79
19880		MICHIGAN ST CHARGING STATION	01-510-000-56150	78.05
19880		MARTIN PARK PAVILLION	01-510-000-56150	71.26
19880		MARTIN PARK RESTROOM	01-510-000-58650	42.71
19880		MEM FLD WARMING HOUSE	01-510-000-56150	102.11
19880		MEM FLD WARMING HOUSE	01-510-000-58650	173.37
19880		GARLAND PARK	01-510-000-56150	6.22
19880		GARLAND PARK	01-510-000-56150	14.04
19880		GARLAND PARK	01-510-000-58650	18.52
19880		SUNSET CONSN CNTR	01-510-000-56150	26.91
19880		SUNSET CONSN CNTR	01-510-000-58650	52.16
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	93.67
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	33.35
19880		JUNIPER ST-OTUMBA PARK	01-510-000-56150	34.54
19880		JUNIPER ST-OTUMBA PARK	01-510-000-58650	25.32
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	138.17
19880		JAYCEE BALLFLD STAND	01-510-000-56150	14.67
19880		220 N 3RD AVE POWER PANEL	01-510-000-56150	13.39
19880		421 MICHIGAN ST FLAG LIGHT	01-510-000-56150	30.28

INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		MEM FLD PRKING LOT	01-510-000-56150	13.39
19880		WEST SIDE BALLFLD LTS	01-510-000-58650	20.31
19880		MEM FLD COMPLEX	01-510-000-56150	1,302.76
19880		GIRLS LITTLE LEAGUE	01-510-000-58650	61.23
19880		OTUMBA PRK WALKWAY	01-510-000-56150	17.47
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
19880		SIGN SHED	01-510-000-56150	24.33
19880		SIGN SHED	01-510-000-58650	18.52
19880		CHERRY BLOSSOM	01-510-000-56150	29.07
19880		CHERRY BLOSSOM	01-510-000-58650	27.30
20725	T R COCHART TIRE CENTER	TIRES	01-510-000-53000	296.00
23730	WPS	11/21 335 S 14TH AVE MEM FLD	01-510-000-56600	156.74
BELSON	BELSON OUTDOORS, LLC	THERMOPLASTIC SWING W/FRAME	01-510-000-54999	1,274.00
BELSON		SHIPPING	01-510-000-54999	448.45
JBTREE	J & B TREE SERVICE,LLC	CUT & REMOVE TWO TREES	01-510-000-58450	4,000.00
MACCOUX	PHIL MACCOUX	WORK BOOT REIMBURE/MACCOUX	01-510-000-56800	160.35
ROLLIN	ROLLIN-ON TRAILER SALES	AXLE	01-510-000-53000	490.20
TOTAL				11,048.30
TOTAL PARKS AND PLAYGROUNDS				11,048.30
BALLFIELDS				
BALLFIELDS				
19880	STURGEON BAY UTILITIES	WATER FOR MEM FLD	01-520-000-54999	469.43
TOTAL BALLFIELDS				469.43
TOTAL BALLFIELDS				469.43
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LTS	01-550-000-56150	232.74
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	40.88
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	19.27
19880		38 S NEENAH RESTROOM	01-550-000-56150	201.70
19880		38 S NEENAH RESTROOM	01-550-000-58650	203.01
23730	WPS	11/21 36 S NEENAH AVE	01-550-000-56600	34.44
TOTAL				732.04
TOTAL MUNICIPAL DOCKS				732.04
WATER WEED MANAGEMENT				
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	4 WHEEL ALIGNMENT	01-560-000-51400	104.95
TOTAL				104.95
TOTAL WATER WEED MANAGEMENT				104.95
WATERFRONT PARKS & WALKWAYS				

INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
04575	DOOR COUNTY HARDWARE	LED BULBS	01-570-000-54999	9.99
04575		WIRE CONNECT/SILICONE	01-570-000-54999	27.98
04575		SOCKET REDUCER	01-570-000-54999	13.77
04575		HOSE ADAPTERS/HOSE CONNECTR	01-570-000-54999	34.57
04575		PRESSURE GAUGE/SIPHON	01-570-000-54999	32.98
04575		HARDWARE	01-570-000-54999	4.72
08280	HILL BUILDING MAINTENANCE INC	PRKING GARAGE WINDOW CLEANING	01-570-000-58999	200.00
19880	STURGEON BAY UTILITIES	KENTUCKY ST WTRFRONT	01-570-000-56150	67.91
19880		93 E MAPLE STREET DOCK	01-570-000-58650	8.00
19880		DC MUSEUM WALKWAY	01-570-000-56150	64.25
19880		DC MUSEUM PKG LOT	01-570-000-56150	113.43
19880		JUNIPER ST WALKWAY LITS	01-570-000-56150	46.09
19880		JUNIPER ST PRKING LOT	01-570-000-56150	34.80
19880		10 PENNSYLVANIA ST DOCK	01-570-000-58650	58.35
19880		107 M 1ST AVE MARINA/RESTROOM	01-570-000-56150	233.53
19880		107 M 1ST AVE MARINA/RESTROOM	01-570-000-58650	68.79
19880		KENTUCKY ST CITY PKG RAMP	01-570-000-56150	182.61
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	29.97
TOTAL				1,231.74
TOTAL WATERFRONT PARKS & WALKWAYS				1,231.74
TOTAL GENERAL FUND				68,259.62
CAPITAL FUND				
PATROL				
PATROL				
19580	STREICHERS PROF POLICE EQUIP	9 DEPT RIFLES	10-215-000-59070	7,939.08
TOTAL PATROL				7,939.08
TOTAL PATROL				7,939.08
ROADWAYS/STREETS				
ROADWAYS/STREETS				
R0000421	WI DEPT OF TRANSPORTATION	MAPLE/OREGON BRDGE DESGN COSTS	10-400-000-59200	30.42
TOTAL ROADWAYS/STREETS				30.42
ANNUAL RESURFACING & BASE REP.				
16750	UNITED STATES POSTMASTER	POSTAGE ROADWAY PROJ LETTERS	10-400-110-59095	42.35
TOTAL ANNUAL RESURFACING & BASE REP.				42.35
TOTAL ROADWAYS/STREETS				72.77
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
06580	FOTH AND VAN DYKE	GRANT ADMIN	10-510-000-59025	140.00
06580		PROJECT MGMT	10-510-000-59025	37.50
06580		GRANT REALLOCATION	10-510-000-59025	199.00
TOTAL PARKS AND PLAYGROUNDS				376.50

DATE: 11/30/1921
TIME: 14:16:14
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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
TOTAL PARKS AND PLAYGROUNDS				376.50
TOTAL CAPITAL FUND				8,388.35
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
MANN	MANN COMMUNICATIONS, LLC	12.07.21 CONTRACT	21-000-000-55015	5,205.83
TOTAL CABLE TV / GENERAL				5,205.83
TOTAL CABLE TV / GENERAL				5,205.83
TOTAL CABLE TV				5,205.83
TID #3 DISTRICT				
TID #3 DISTRICT				
\$1.685 NOTES				
01761	ASSOCIATED TRUST COMPANY	TAXABLE GO RFND BOND 10.22.13	27-330-937-70002	475.00
TOTAL \$1.685 NOTES				475.00
TOTAL TID #3 DISTRICT				475.00
TOTAL TID #3 DISTRICT				475.00
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	10/21 TID 4 LEGAL MATTERS	28-340-000-55001	793.15
03950		10/21 TID 4 LEGAL MATTERS	28-340-000-55001	1,378.00
TOTAL TID #4 DISTRICT				2,171.15
TOTAL TID #4 DISTRICT				2,171.15
TOTAL TID #4 DISTRICT				2,171.15
TID #5 DISTRICT				
TID #5 DISTRICT				
TID #5 DISTRICT				
03950	DAVIS KUELTHAU	10/21 TID 5 LEGAL MATTERS	29-350-000-55001	390.00
03950		10/21 TID 5 LEGAL MATTERS	29-350-000-55001	364.00
TOTAL TID #5 DISTRICT				754.00
TOTAL TID #5 DISTRICT				754.00
TOTAL TID #5 DISTRICT				754.00

INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04696	DOOR COUNTY TREASURER	10/21 DSL FUEL 781.49G	60-000-000-51650	2,542.18
11545	MAPLE STREET SIGN CO.	GRAPHICS-REFUSE TRUCKS	60-000-000-53000	593.50
GFLENVIR	GFL ENVIRONMENTAL, INC	CARDBOARD RECYCLING	60-000-000-58350	618.64
GFLENVIR		241.75 TONS GARBAGE	60-000-000-58300	15,585.62
GFLENVIR		66.62 TON RECYCLE	60-000-000-58350	993.29
TOTAL SOLID WASTE ENTERPRISE FUND				20,333.23
TOTAL SOLID WASTE ENTERPRISE FUND				20,333.23
TOTAL SOLID WASTE ENTERPRISE				20,333.23
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
03025	CAPTAIN COMMODOES INC	COMPOST PORT A POTTI	64-000-000-58999	100.00
19880	STURGEON BAY UTILITIES	93 E MAPLE STREET DOCK	64-000-000-58999	2.00
19880		92 E MAPLE STREET	64-000-000-58999	2.00
19880		1317 SHILOH RD	64-000-000-58999	2.00
19880		MARTIN PARK RESTROOM	64-000-000-58999	2.00
19880		421 MICHIGAN STREET	64-000-000-58999	10.00
19880		MEM FLD WARMING HOUSE	64-000-000-58999	6.00
19880		835 N 14TH AVE	64-000-000-58999	6.00
19880		GARLAND PARK	64-000-000-58999	2.00
19880		SUNSET CONSN CNTR	64-000-000-58999	6.00
19880		FRANK GRASSE MEM SHELTER	64-000-000-58999	2.00
19880		JUNIPER ST-OTUMBA PARK	64-000-000-58999	2.00
19880		WEST SIDE WARMING HOUSE	64-000-000-58999	2.00
19880		WEST SIDE FIRE STATION	64-000-000-58999	6.00
19880		38 S NEENAH AVE PAVILLION	64-000-000-58999	2.00
19880		38 S NEENAH RESTROOM	64-000-000-58999	4.00
19880		WEST SIDE BALLFLD LTS	64-000-000-58999	4.00
19880		GIRLS LITTLE LEAGUE	64-000-000-58999	6.00
19880		COMPOST SITE	64-000-000-56150	21.97
19880		FIRE TRAINING SITE	64-000-000-58999	2.00
19880		QUINCY ST BALLFLD	64-000-000-58999	6.00
19880		212 W LOCUST CT	64-000-000-58999	2.00
19880		10 PENNSYLVANIA ST DOCK	64-000-000-58999	2.00
19880		107 M 1ST AVE MARINA/RESTROOM	64-000-000-58999	6.00
19880		KENTUCKY ST CITY PKG RAMP	64-000-000-58999	2.00
19880		KENTUCKY ST CITY MARINA	64-000-000-58999	6.00
19880		SIGN SHED	64-000-000-58999	2.00
19880		CHERRY BLOSSOM	64-000-000-58999	2.00
TOTAL COMPOST SITE ENTERPRISE FUND				217.97
TOTAL COMPOST SITE ENTERPRISE FUND				217.97
TOTAL COMPOST SITE ENTERPRISE FUND				217.97
TOTAL ALL FUNDS				105,805.15

MANUAL CHECKS

AT&T MOBILITY	\$1,580.56
11/10/21	
Check # 89489	
10/21 Police Dept Cellphone Charges	
01-215-000-58250	
EBC CORP	\$992.00
11/17/21	
Check # 89545	
12/21 HRA, FSA, Cobra Fees	
01-600-000-50510	
SUN LIFE FINANCIAL	\$2,109.98
11/17/21	
Check # 89546	
12/21 Short/Long Term Disability	
01-000-000-21545	
SOUTHERN DOOR SCHOOL DISTRICT	\$ 824.04
11/22/21	
Check # 89547	
July, Aug, Sept & Oct/21 Mobile Home Tax Payment	
01-0 000-000-41300	
STURGEON BAY SCHOOL DISTRICT	\$ 4,548.39
11/22/21	
Check # 89548	
10/21 Mobile Home Tax Payment	
01-000-000-41300	
TOTAL MANUAL CHECKS	\$10,054.97

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TIME: 14:16:14
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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 12/07/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SUMMARY OF FUNDS:				
GENERAL FUND		68,259.62		78,314.59
CAPITAL FUND		8,388.35		
CABLE TV		5,205.83		
TID #3 DISTRICT		475.00		
TID #4 DISTRICT		2,171.15		
TID #5 DISTRICT		754.00		
SOLID WASTE ENTERPRISE		20,333.23		
COMPOST SITE ENTERPRISE FUND		217.97		
TOTAL --- ALL FUNDS		105,805.15		115,860.12

Heleen Bacon 11/30/2021
Seth Wimmering 11/30/21
Jan Wilk 11/30/21

COMMON COUNCIL
November 16, 2021

A meeting of the Common Council was called to order at 6:23 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Statz, Williams, Nault, Wiederanders and Reeths were present. Gustafson was excused.

Williams/Wiederanders to adopt the agenda. Carried.

No one spoke during public comment.

Beth Renstrom presented a granary update to the Council.

Bacon/Wiederanders to approve following bills: General Fund - \$183,917.00, Capital Fund - \$-35,258.60, Cable TV - \$39.57, TID #2 - \$87.88, TID #4 - \$16,901.34 and Solid Waste Enterprise Fund - \$253,573.92 for a grand total of \$419,261.11. Roll call: All voted aye. Carried.

Reeths/Statz to approve consent agenda:

- a. Approval of 11/1/21 special and 11/2/21 regular Common Council minutes.
- b. Place the following minutes on file:
 - (1) Sturgeon Bay Utility Commission – 9/14/21
 - (2) Community Protection & Services Committee – 10/13/21
 - (3) City Plan Commission – 10/20/21
 - (4) Aesthetic Design & Site Plan Review Board – 10/25/21
 - (5) Finance/Purchasing & Building Committee – 10/26/21
 - (6) Parking & Traffic Committee – 11/1/21
 - (7) Bicycle & Pedestrian Advisory Board – 11/8/21
- c. Place the following reports on file:
 - (1) Fire Department Report – September 2021
 - (2) Police Department Report – October 2021
 - (3) Bank Reconciliation – October 2021
 - (4) Revenue & Expense Report – October 2021
- d. Consideration of: Approval of Beverage Operator license.
- e. Consideration of: Approval of Street Closure Application for Unwrapping Sturgeon Bay.
- f. Parking & Traffic Committee recommendation re: Approve placing Bus Lane & NO Parking Signs by Sawyer Elementary School on Willow Drive from S. Lansing Ave to S. Neenah Ave. Signs and posts to be purchased by Sturgeon Bay School District and installed by DPW.
- g. Community Protection & Services Committee recommendation re: Approve changes to Section 10.09 of the Municipal Code – Unreasonable, Excessive and Unnecessary
- h. Community Protection & Services Committee recommendation re: Approve the request from Tracie Hoffman to operate a taxicab in the City of Sturgeon Bay DBA Moving Violationz, LLC.
- i. Community Protection & Services Committee recommendation re: Enact requirements for fences by creating Section 15.094 of the Municipal Code – Construction of Fences.

Carried.

There were no mayoral appointments.

Statz/Bacon to approve the resolution application for urban wildlife damage abatement and control grant. Carried.

Williams/Reeths to read in title only a first reading of ordinance re: Creation of Section 15.094 of the Municipal Code – Construction of Fences. Discussion took place regarding the creation of this

ordinance. Williams/Reeths to withdraw their motion and second. Williams/Reeths to refer this item back to Community Protection & Services Committee. Carried.

Williams/Wiederanders to read in title only a first reading of ordinance re: Section 10.09(1)(b), 10.09(1)(f), and 10.09(5) of the Municipal Code – Unreasonable, Excessive and Unnecessary Noise. Carried.

Williams/Nault to read in title only and adopt the second reading of ordinance to repeal and recreate Section 24 of the Municipal Code – Communication Tower. Carried.

Bacon/Statz to read in title only and adopt the second reading of ordinance to amend the Sturgeon Bay Comprehensive Plan. Carried.

Wiederanders/Williams to read in title only and adopt the second reading of the ordinance re: Rezone a portion of parcel #281-17-032001410C located at 1361 N 14th Avenue from Agricultural (A) to General Commercial (C-1). Carried.

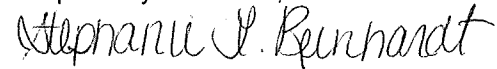
Reeths/Bacon to read in title only and adopt the second reading of ordinance to rezone Parcels #281-62-0900107, #281-62-09000108, #281-12-60020501, and #281-12-60020502 located on N 8th Avenue from Planned Unit Development (PUD) to Single-Family Residential (R-2). Carried.

The City Administrator gave his report.

The Mayor gave his report.

Nault/Williams to adjourn. Carried. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Stephanie L. Reinhardt". The signature is written in a cursive, flowing style.

Stephanie L. Reinhardt
City Clerk/HR Director

CITY OF STURGEON BAY
JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING
Wednesday, October 27, 2021
Council Chambers, City Hall, 421 Michigan Street
5:30 P.M.

A meeting of the Joint Parks and Recreation Committee / Board was called to order at 5:30 P.M. by Chairperson/Ald. Helen Bacon, in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Helen Bacon, Ald. Gary Nault, Chris Larsen, Marilyn Kleist, George Husby, Jay Renstrom and Director of Municipal Services, Mike Barker. Excused absences: Ald. J. Spencer and Randy Morrow. Also present was Municipal Services Secretary, Patty Quinn.

Adoption of the Agenda: A motion was made by Ald. Nault and seconded by Ms. Kleist to adopt the agenda.

1. Roll call
2. Adoption of Agenda
3. Review of Minutes of August 25, 2021
4. Public Comment on Agenda Items
5. Discussion and review of Minutes from the Local Arts Board Meetings of September 8, 2021, and October 13, 2021
6. Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park
7. Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park
8. Discussion on introduction to review all City parks
9. Director's report
10. Adjourn

All in favor. Carried.

Review of Minutes of August 25, 2021: No comments.

Public Comment on Agenda Items: No comments on agenda items. Ald. Bacon allowed comment on a non-agenda item from Carl Bridenhagen, 1028 W. Maple, regarding the Westside School renovation project.

Discussion and review of Minutes from the Local Arts Board Meetings of September 8, 2021, and October 13, 2021: No comments.

Discussion and presentation from Julie Hein for an update on the bait and ice vending machines at Sawyer Park: Julie Hein, 806 Quincy Street, and partner DJ Jeanquart, provided an annual recap of vending machines that were installed in 2019. July was the highest month for ice sales in 2021 with 2020 having very similar sales. Bait and tackle were not as high as the ice sales but they plan on continuing both machines. Ms. Hein spoke on the monies donated towards a conservation grant and advised the committee/board on what student was awarded it. Several general questions on the ice and bait sales were brought up and several suggestions were made.

Consideration to approve two plaques for the Woolly Mammoth site in Bay View Park: Ald. Bacon advised everyone of a few details behind the plaques and answered questions from several members on

the proposed layouts. A motion was made by Mr. Larsen and seconded by Mr. Barker to approve both plaques.

All in favor – Mr. Renstrom recused himself from the vote. Carried.

Discussion on introduction to review all City parks: Ald. Bacon began discussion on the proposed review. Though a 5-year plan is currently in place, the committee/board are ambassadors and advocates for the parks and she would like to ensure that everyone is very knowledgeable so that every member could be eyes and ears within the community. Topics aside from the overall plan, could be advertising certain parks, and getting more usage out of the them as was the case with Otumba Park and the increase in usage after its renovation. Mr. Larsen suggested all members carefully read the 5-year plan so that ideas and comments keep in line with that plan. Ald. Bacon would like to take the new budget, once approved, and have further discussions during the winter months as it relates to Sunset Park.

Director's report: Dir. Barker provided updates on the new skate park lighting and completion of the pickleball courts at Sunset Park. Parks are now being closed for the season and the Saturday farm market is over for this year. Leaf collection will be starting soon within the City but many trees have not shed leaves yet. He also provided info and resident feedback on the new City signs.

Next Meeting Date: Wednesday, December 1st, 2021 @ 5:30 P.M. – City Hall. There will only be one meeting during November and December and the December 1st meeting will be the last in 2021.

Motion by Mr. Renstrom and seconded by Ms. Kleist to adjourn. All in favor. Carried. Meeting adjourned at 6:33 P.M.

Respectfully submitted,



Patricia S. Quinn
Municipal Services Secretary

**Zoning Board of Appeals
November 9, 2021**

The City of Sturgeon Bay Zoning Board of Appeals was called to order at 12:01 p.m. by Chairperson William Murrock in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members William Murrock, Bill Chaudoir, Dave Augustson, Nancy Schopf and Alternate Michael Marit were present. Member Morgan Rusnak was excused. Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, City Engineer Chad Shefchik and Deputy Clerk/Treasurer Laurie Spittlemeister.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from September 28, 2021.
4. Public Hearing: Petition for variance from Section 20.29 (2) of the City of Sturgeon Bay Zoning Code for Richard and Barbara Nelson, located at 78 W Maple Street.
5. Consideration of: Petition for variance from Section 20.29 (2) of the City of Sturgeon Bay Zoning Code for Richard and Barbara Nelson, located at 78 W Maple Street.
6. Public Hearing: Petition for variance from Section 20.31(4)(c)(1) of the Municipal Zoning Code for Kwik Trip, Inc for the properties located at 1567 to 1629 Egg Harbor Road and 1614 to 1636 Alabama Street.
7. Consideration of: Petition for variance from Section 20.31(4)(c)(1) of the Municipal Zoning Code for Kwik Trip, Inc for the properties located at 1567 to 1629 Egg Harbor Road and 1614 to 1636 Alabama Street.
8. Adjourn.

All ayes. Carried.

Approval of Minutes from September 28, 2021:

Moved by Mr. Schopf, seconded by Mr. Murrock to approve the minutes from September 28, 2021.
All ayes. Carried.

Public hearing: Petition for variance from Section 20.29(2) of the City of Sturgeon Bay Zoning Code for Richard and Barbara Nelson, located at 78 W. Maple Street:

Chairperson Murrock opened the public hearing at 12:04 p.m.

Rick Nelson, 78 W Maple Street, stated he would like to build a garage directly behind his house if variance is granted. The garage would be one story with 2 stalls. Unnecessary hardship is that they must keep tools, snow removal and other equipment outdoors, including their vehicles. This is difficult during the winter with a heavy snowfall. With the property limitations, it does not allow for garage to be built according to setbacks. The property touches three different streets, eliminating options for building a garage. A new garage will increase the property value of the home and general appearance of the neighborhood.

Mr. Murrock asked if the garage could be built directly behind Blue Front Café.

Mr. Nelson responded that with the property having frontage on Locust Street and Lansing Avenue, it would be difficult to construct an out building.

Mr. Sullivan-Robinson explained the property has multiple street frontages, making it unique with a 25' setback from Locust Street right-of-way. The Nelson's are requesting a variance that would be 10' encroachment into the setback and 15' from the street. Many buildings on the street do not meet the 15' setback, much less the 25' setback. the right of way setback is measured from the edge of the property to the wall of the building. The Committee has granted these requests in the past.

Mr. Olejniczak added that the City's ordinance defines Locust Street behind the house as a street, not an alley. The street setback is calculated correctly.

Mr. Augustson inquired if Locust Street had the required width for sewer and water.

Mr. Olejniczak responded that it could.

Mr. Murrock asked staff members if they had concerns with granting the variance. There was none.

No one spoke in favor of the variance request.

There were no letters of correspondence in favor of the variance request.

No one spoke in opposition of the variance request.

There were no letters of correspondence in favor of the variance request.

The public hearing was declared closed at 12:20 p.m.

Consideration of: Petition for variance from Section 20.29(2) of the City of Sturgeon Bay Zoning Code for Richard and Barbara Nelson, located at 78 W. Maple Street:

Mr. Chaudoir mentioned good points were made with the appeal.

Moved by Ms. Schopf, seconded by Mr. Chaudoir to approve the variance as presented. Ms. Schopf's reasons are that the garage would blend in with the neighborhood and not be a disadvantage in addition to increase the property value. Mr. Chaudoir agreed and added that the property did not allow for any other options. Roll call: all ayes. Carried.

Public hearing: Petition for variance from Section 20.31(4)(c)(1) of the Municipal Zoning Code for Kwik Trip, Inc for the properties located at 1567 to 1629 Egg Harbor Road and 1614 to 1636 Alabama Street:

Chairperson Murrock opened the public hearing at 12:24 p.m.

Troy Mleziva, 1626 Oak Street, LaCrosse, WI, Real Estate Development Manager for Kwik Trip, Inc. Kwik Trip would like to construct a gas station and is requesting a variance for parking with zero setback off Egg Harbor Road right-of-way. This parking along Egg Harbor Road would be employee parking. The additional space is needed for turning, safety and would allow a dedicated right-of-way

to City for future improvements on Egg Harbor Road and allow for additional green space to both east and west.

Mr. Murrock questioned whether parking along Egg Harbor Road could be shifted by 5 feet.

Mr. Mleziva responded that it would not be possible due to grading of the lot and the dedicated storm water facility.

Mr. Chaudoir commented if property for right-of-way was not dedicated to the City they could move the parking area.

Mr. Mleziva acknowledged they could, but future development of Egg Harbor Road would then not be possible.

Mr. Sullivan-Robinson explained that parking for Kwik Trip would be along the right-of-way line so there would have a zero setback along Egg Harbor Road. Parking for the current property and the Nightingale runs to the road and is inside the right-of-way. Staff does not have any issues with the current plan, but the City is asking for a 25' strip of property to be dedicated to the City for future development of Egg Harbor Road.

Mr. Olejniczak added that Aesthetic Design and Site Plan Review Board has approved Kwik Trip's design, but required a sidewalk on the westerly portion that has a wider right-of-way. The current plan does include better parking than what is there. A wider parking lot is needed to service vehicles pulling trailers and semi's. There are options to place parking elsewhere on the lot, however that may be intrusive to the private properties next door.

Mr. Murrock inquired if a sidewalk were to be installed on Egg Harbor Road in the future if it would infringe upon the current layout of the parking lot.

Mr. Shefchik replied there would still be enough room to add sidewalk.

Mr. Chaudoir asked if there were any plans in the future to improve that area of Egg Harbor Road.

Mr. Shefchik responded that area of Egg Harbor Road is a county road. There are not any plans at this time.

Mr. Augustson asked where the 3 lanes end on Egg Harbor Road.

Mr. Shefchik replied the painted island ends at the end of Nightingale Motel property.

No one spoke in favor of the variance request.

There were no letters of correspondence in favor of the variance request.

No one spoke in opposition of the variance request.

There were no letters of correspondence in favor of the variance request.

The public hearing was declared closed at 12:48 p.m.

Consideration of: Petition for variance from Section 20.31(4)(c)(1) of the Municipal Zoning Code for Kwik Trip, Inc for the properties located at 1567 to 1629 Egg Harbor Road and 1614 to 1636 Alabama Street:

Moved by Mr. Chaudoir, seconded by Ms. Schopf to approve the variance as presented with a condition that Kwik Trip dedicates 20' wide strip of property along Egg Harbor Road frontage of parcel 281-70-32001610 to the City for future improvements. Mr. Chaudoir's reasons for granting are that it will be a vast improvement in aesthetics and grade improvements will help with watershed. Ms. Schopf concurred and added there would also be an improvement in property value. Roll call: all ayes. Carried.

Moved by Mr. Augustson, seconded Mr. Murrock to adjourn. All ayes. Carried. The meeting adjourned at 12:54 p.m.

Respectfully submitted,



Laurie Spittlemeister,
Deputy Clerk/Treasurer

FINANCE/PURCHASING & BUILDING COMMITTEE
November 9, 2021

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Also present: City Administrator VanLieshout, City Treasurer/Finance Director Clarizio, Community Development Director Olejniczak, and Office Accounting Assistant II Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following amended agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Intergovernmental Agreement re: Technical Support.
5. Consideration of: Sale of City Property Parcel # 281-62-10000106 re: 1048 Egg Harbor Rd.
6. Convene in closed session in accordance with the following exemptions:

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)

 - a. Consideration of: Sale of City Property Parcel # 281-62-10000106 re: 1048 Egg Harbor Rd.

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Committee may adjourn in closed session.
7. Review bills.
8. Adjourn.

Carried.

No one spoke during public comment on agenda items and other issues related to finance & purchasing.

Consideration of: Intergovernmental Agreement re: Technical Support:

City Administrator VanLieshout explained that the City and County have for years partnered on computer and technology support services, that has included merging two information systems, phone systems and fiber-optic connections, and 24-hour emergency support. The partnership has work out very well and has been a benefit to the City. In 2019 the City and County revised the services agreement increasing the cost of service to \$30,000, which has been a very good value for the City. This past September the County notified the City that they wished to terminate the technical support service contract. The County is suffering a staffing shortage, and the IT Director is looking to reduce the work load to match the available staffing. Mr. VanLieshout stated that in the short term, the County offered to retain the City but with a fee increase to \$50,000 for the period of January 1, 2022 -December 31, 2022. Long term the City will need to find a solution, this may include looking into the private sector for IT services, hiring an in-house technical support person, staying with the County or a combination of the stated options. He noted that some of the hard data storage and operational aspects involving public safety that very layered are not going to move from county servicing. Alderperson Williams commented that if the City could continue a relationship with the County on the public safety front then after that looking into the private sector may suit the needs of the City. The Police and Fire systems are complicated therefore staying with the County makes sense but other IT issues could be outsourced. Mr. VanLieshout added that the Fire/Police especially

the squads do have need for 24/7 support service whereas for non-public safety 24/7 service is not a necessity.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the Intergovernmental Agreement for Technical Support Services with the County of Door for the period of January 1, 2022-December 31, 2022, in the amount of \$50,000. Carried.

Consideration of: Sale of City Property Parcel # 281-62-10000106 re: 1048 Egg Harbor Rd.

Community Development Director Olejniczak explained that the City purchased the lot at 1048 Egg Harbor Rd on foreclosure from the County for the amount of back taxes, approximately \$12,600. This year the City demolished the rundown house on the property for about \$15,000. Doreen Phillips and her development group recently purchased the Peil property at 1116 Egg Harbor Road. They would like the 1.1-acre Simon parcel as an access driveway to their planned 72-unit development. Mr. Olejniczak stated the Simon parcel was not meant to be held long term by the City, at one-point transferring this parcel to the Peil property was discussed. Ms. Phillips is requesting that the Simon parcel be sold to her for \$1.00. Mr. Olejniczak commented that Ms. Phillips is aware of proposed street connection that crosses the north part of Piel property from Alabama Place to N 12th Avenue. He stated there are several options for the City to proceed with this sale such as transferring the lot to the developer based on their offer of \$1.00; sell it based on the Industrial Park which is a cost of \$33,000 for 1.1 acres, \$11,000 due to close deferring \$22,000 for 3 years; sell it for \$26,700 the amount the City has into the lot or sell per market value. He added that the sale should be contingent upon storm water management and dedication of the proposed street connection. The Committee continued discussion on the roadway dedication, potential traffic issues to Egg Harbor Rd resulting from Tall Pines and Ms. Phillips proposed 72- unit development.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to sell the property located at 1048 Egg Harbor Rd, parcel # 281-62-10000106, to Doreen Phillips of Cherry Point Investments, LLC in the amount of \$33,000, with \$22,000 deferred for 3 years which requires \$11,000 due at closing, in addition to the following conditions:

- The deferred payment will be forgiven if the housing development on the adjoining property is built.
- Closing is not to occur until the housing development on the adjoining property is approved, at least the first phase if done in phases.
- Agreement to dedicate the right-of-way for the proposed street in the north part of the adjoining property when requested to do so.

Carried.

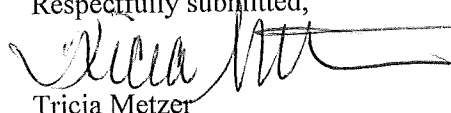
The Committee did not go into closed session.

Review bills

Moved by Alderperson Wiederanders, seconded by Alderperson Williams to approve the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 4:35 pm.

Respectfully submitted,



Tricia Metzger

CITY OF STURGEON BAY
LOCAL ARTS BOARD MEETING
Wednesday, November 10, 2021
Council Chambers, City Hall, 421 Michigan Street
9:00 A.M.

A meeting of the Local Arts Board was called to order at 9:01 A.M., by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Helen Bacon, Margaret Lockwood, Stephanie Trenchard and melaniejane. Claire Morkin was excused. Also present, Municipal Services Secretary, Patty Quinn, and City Administrative Assistant, Suzanne Miller.

Adoption of the Agenda: Moved by Ms. Lockwood and seconded by Ms. Trenchard to adopt the agenda.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from October 13, 2021
4. Chair's report
5. Public comment on agenda items
6. Discussion on the development of a cultural matrix/roadmap for art acquisition
7. Consideration on standardized wording for press releases
8. Adjourn

All in favor. Carried.

Review of Minutes from October 13, 2021: No comments.

Chair's report: There was nothing new to report.

Public comment on agenda items: No comments.

Discussion on the development of a cultural matrix/roadmap for art acquisition: Ald. Bacon spoke on the need to establish the City's vision through desired outcomes and establishing the brand that expresses quality versus quantity. Various board members shared their ideas on what the desired outcomes could look like to include murals, a walkable art trail through the City, creating an artistic website, inviting a poet laureate, and how the City can get donations to fund art projects as well as paying stipends to artists.

Discussion on standardized working for press releases: The board determined that this topic should be removed from future agendas.

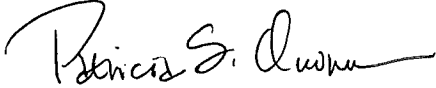
Items for next month's agenda:

- Discussion and consideration on paying stipends to artists to encourage the loaning of art to the City.
- Discussion on the payment of a stipend to Steven Haas for loaning his metal art sculpture, Crosswind Approach, to the City.

Next Meeting Date: Wednesday, December 8, 2021 @ 9 A.M. – Council Chambers, City Hall.

Motion to adjourn by Ms. Trenchard and seconded by Ms. Lockwood. All in favor. Carried. Meeting adjourned at 10:00 A.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia S. Quinn", with a long horizontal flourish extending to the right.

Patricia S. Quinn
Municipal Services Secretary

WATERFRONT REDEVELOPMENT AUTHORITY
Wednesday, November 10th, 2021

A meeting of the Waterfront Redevelopment Authority ("WRA") was called to order at 3:02p.m. by Chairman Dan Williams in the Council Chambers, City Hall, 421 Michigan Street, Sturgeon Bay.

Roll Call (#1): Members present: Ryan Hoernke, Dan Williams, Barbara Pfeifer, and Carrie Tjernagel were present. Members Chris Jeanquart, Spencer Gustafson, and John Hauser were excused. Also present were WRA Secretary Marty Olejniczak, Zoning/Planning Administrator Christopher Sullivan-Robinson, and Administrative Assistant Suzanne Miller.

Adoption of agenda (#2): Motion was made by Hoernke and seconded by Tjernagel to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from September 29, 2021
4. Public Comment on agenda items only.
5. Consideration of: License for balcony encroachment by Maritime Museum into WRA property.
6. Consideration of: Easements for fiber optic line and heating line at West Waterfront.
7. Consideration of: Consent to assignment of development agreement from Skipper Marine Development to Marine Max (Harbor club Marina).
8. Update on current waterfront redevelopment activities.
9. Adjourn.

All ayes. Motion carried.

Approval of minutes from September 29, 2021 (#3): Motion was made by Hoernke and seconded by Pfeifer to approve the minutes from September 29, 2021. All ayes. Motion carried.

Public Comment on agenda items only (#4): None.

Consideration of license for balcony encroachment by Door County Maritime Museum into WRA property (#5):

Olejniczak explained the Museum's expansion was done through Planned Unit Development as the building encroached into the setback in several spots. A 2nd level balcony extended beyond the Museum property line by about two feet and into property titled to the WRA. The license was approved by the City Plan Commission and Common Council as the WRA was inactive at the time. WRA approval is required.

Pfeifer moved to approve the balcony encroachment by the Door County Maritime Museum into WRA property and direct the City Attorney to draft the license agreement at the Maritime Museum's expense. Hoernke seconded. All ayes. Motion carried.

Consideration of: Easements for fiber optic line and heating line at West Waterfront (#6):

Olejniczak explained just prior to construction of the West Waterfront Promenade last year, the Door County Maritime Museum requested an underground conduit be run to the tug Purves waterfront property titled to the WRA. Concurrently, the City asked to run a fiber optic line, crossing Museum property, to the Museum's Maritime Lighthouse Tower to support the City's port security camera network. Easements were approved by the Finance Committee and the Common Council, as the WRA was inactive at the time. WRA approval is required to allow formal easements to be recorded.

Hoernke made a motion to approve the easement for the Door County Maritime Museum's heating conduit in exchange for the easement for fiber optic cable from the Museum. Tjernagel seconded the motion. All ayes. Motion carried.

Consideration of consent to assignment of development agreement from Skipper Marine Development to Marine Max (Harbor Club Marina) [#7]:

Olejniczak explained the WRA is party to a development agreement with Skipper Marine Development. The agreement has a provision addressing assignment and Skipper Marine asks to transfer their agreement to Marine Max. The City has yet to receive the specific contract Skipper Marine is writing. The WRA can chose to approve the assignment or give tentative approval until the contract is received. Williams suggested the WRA postpone consideration until the next meeting.

Pfeifer made a motion to postpone consideration of consent to assignment of the development agreement from Skipper Marine Development to Marine Max until the next meeting. Hoernke seconded the motion. All ayes. Motion carried.

Update on current waterfront redevelopment activities (#8):

Oleniczak reported on the following:

1. The full methane report for the West Waterfront is received. The West Waterfront is a brownfield site and the DNR approved mediation plan requires any building constructed to mediate for methane. The Granary site methane levels were high, so additional testing was done. Some test sites were nearly zero, others were high. The DNR confirmed they are reviewing the report and the City awaits further instruction as to the mediation that will be required.
2. Council approved a resolution to apply for the DNR's Ready for Re-use Grant, which is a brownfield grant. This will be a joint application by the Door County Historical Society Foundation and the City of Sturgeon Bay for the grain elevator project. This will help with additional testing and mitigation measures on the granary site and the City's future parking lot. The application should be completed and submitted within 1-2 weeks.
3. Grain elevator project construction is ready to begin, starting with piling work. The DCHSF's director, Beth Renstrom, will be updating the Common Council at their 11.16.21 meeting.
4. The previously approved Terrace and Breakwater project's development agreements are undergoing final adjustments by the attorneys and are close to being signed.
5. The updated site plan for the Terrace project has been submitted. The building plan was approved by City Plan Commission and Aesthetic Design and Site Plan Review Board, but the site plan required changes. The development agreement allows the Terrace site to spill out onto public land/green space. The space must remain open to the public and cannot be limited to Terrace customers.

Adjourn (#8): Motion to adjourn by Hoernke and seconded by Pfeifer. All ayes. Motion carried. The meeting was adjourned at 3:28pm.

Respectfully submitted,

Suzanne Miller

**Ad Hoc NERR Advisory Committee
November 12, 2021**

A meeting of the Ad Hoc NERR Advisory Committee was called to order at 9:02 a.m. by Co-Chairperson Holey at Crossroads at Big Creek.

Roll call: Members Mark Holey, Laurel Hauser, Greg Meissner and Matthew Peter were present. Members Caitlin Oleson, Charlie Henriksen and Bill Hoag were excused. Ex Officio members David Ward and Pam Seiler were present. Ex Officio members Josh VanLieshout and Chris Sullivan-Robinson arrived at 9:12 a.m. Ex Officio members Marty Olejniczak and Steve Jenkins were excused. Also present was Deputy Clerk/Treasurer Spittlemeister and members of the public.

Adoption of agenda: Moved by Mr. Meissner, seconded by Ms. Hauser, to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public Comment.
4. Consideration of: UWGB NERR Update.
5. Consideration of: Prospectus and Video Update.
6. Consideration of: Outreach Strategy Update.
7. Adjourn.

Carried.

No one spoke during public comment.

Consideration of: UWGB NERR Update:

An update from UWGB NERR Site Evaluation Committee was received. The educational facility does not have to be within the relevant geographic area of the research area. Interested parties will have the opportunity to give a virtual public presentation. It was suggested that Destination Sturgeon Bay would be an asset at giving this virtual public presentation.

The UWGB NERR Site Evaluation Committee has not sent out the criteria for the NERR, as they are still waiting for written feedback from NOAA. Correspondence for this committee will need to take place with Matt Dornbush, as Emily Tyner is unavailable until February 2022.

Members Mr. VanLieshout and Mr. Sullivan-Robinson arrived at 9:12 a.m.

Consideration of: Prospectus and Video Update:

Committee Members have an outline for the prospectus and continue to update on a shared google docs file. Once the criteria is received, details for each bullet point will be formed.

The Site Evaluation Committee may request for interested parties to give a virtual public presentation, however a written prospectus and video can also be submitted for their review.

Consideration of: Outreach Strategy Update:

The Door County Community Foundation continues to support the NERR's fundraising. The following people involved with the fundraising committee for the NERR are Mark Holey, David Ward, Caitlin Oleson, Pam Seiler and Jim Stone. Their campaign goal for the NERR is set at \$1 million. They are expected to meet next week.

Mr. Peter has received a letter of support from the Smithsonian and forward to Mr. Sullivan-Robinson. Mr. Peter continues to add to his list of research projects that have taken place in Door County.

There are site locations within Sturgeon Bay were discussed. These locations will be presented to the Site Evaluation Committee during the virtual public presentation. If one of the sites are selected for a physical location in Sturgeon Bay, NERR will then be in contact with property owners.

An article on the NERR will be placed in the Pulse to get information out to residents of Door County. This will be timed with the kickoff to NERR fundraising.

Moved by Mr. Meissner, seconded by Ms. Hauser to adjourn. Carried. The meeting adjourned at 9:43 a.m.

Respectfully submitted,



Laurie Spittlemeister,
Deputy Clerk/Treasurer

BOARD OF PUBLIC WORKS
November 16, 2021

A meeting of the Board of Public Works was called to order by Mayor Ward at 5:30 p.m. Roll call: Members Bacon, Statz, Williams, Gustafson, Nault, Wiederanders, Reeths and Ward were present.

Nault/Williams to adopt agenda.

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Election of Chairperson.
5. Consideration of: Approval of Five Year Capital Plan and 2022 Capital Roadway Improvements.
6. Adjourn.

Carried.

Williams/Statz to nominate Helen Bacon as Chairperson of Board of Public Works. Carried.

City Engineer Shefchik summarized the road improvement projects for 2022 and the five-year capital plan. He continued with explaining the PASER roadway rating system, which is done every other year.

City Engineer Shefchik outlined the proposed 2022 Roadway Improvement, they are listed as follows:

1. N 18th Ave (From Florida Street to Iowa Street)
2. Michigan Street (from 12th Ave to 18th Ave) and S 16th Place (from Michigan Street to 950' south of Michigan Street)
3. W Ironwood Street (from N Fulton Ave to N Hudson Ave) and N Geneva Ave (from W Juniper Street to termination north of W Hickory Street)
4. W Walnut Drive (from S Duluth Ave to S Hudson Ave)
5. W Redwood Street (from S Lansing Ave to termination east of S Lansing Ave)
6. N 14th Ave (from Egg Harbor Road to Bluebird Street)
7. Rhode Island Street (from Girls LL Ballfield to Address #417)
8. DOT – Hwy 42/57 Improvement Project.
- 9.

The proposed 2022 capital roadway improvement projects are currently \$5,000 above the budgeted amounts available. If the bids come in favorably, all of the projects should be able to be completed. If not, the S 16th Place project could easily be shortened as needed to allow for the projects to stay within the overall 2022 capital roadway improvements budget.

Reeths/Wiederanders to approve the five-year Capital Plan, included the authorization for the preparation of bid documents for the 2022 capital roadway improvements as outlines. Carried.

Williams/Nault to adjourn. Carried. Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Stephanie Reinhardt
City Clerk/HR Director

BEVERAGE OPERATOR LICENSES

1. **Burke, Sean P.**
2. **Greathouse, Isaiah M.**
3. **Jacobe, Todd A.**

7d.

7d.

CLASS A BEER & CLASS A LIQUOR LICENSE

Coborns, Inc.
Tadych's Marketplace Foods
1250 North 14th Avenue
Sturgeon Bay, WI 54235
Agent: Jon Calhoun
Dates: December 7, 2021 – June 30, 2022

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend granting a 1-year extension to Cherryland Properties, LLC for the PUD located at 145 S Neenah Avenue.

Respectfully submitted,

PLAN COMMISSION
By: David Ward, Chair

RESOLVED, that the foregoing recommendation be adopted.

Date: November 29, 2021

Introduced by _____;
Moved by Alderperson _____, seconded by
Alderperson _____ that said recommendation be
adopted.

Passed by the Council on the _____ day of _____, 2021.

Executive Summary
Request to Extend Planned Unit Development – Cherryland Properties, LLC

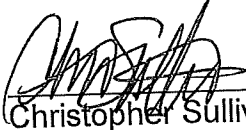
Background: The Common Council adopted a planned unit development (PUD) zoning district for a proposed mixed-use construction project to be developed by Cherryland Properties, LLC (Jeffrey Jahnke, agent) located at 145 S Neenah Avenue. Within our zoning code, a PUD project must commence within two years (§ 20.24(9)). The City Council upon a written petition from the holder of the PUD may extend the PUD for a period of up to one additional year. And, up to three 1-year extension may be granted. Jeffrey Jahnke has submitted a letter requesting the PUD be extend for another year. The PUD is set to expire on April 23, 2022.

Options: The Council has the option of granting the 1-year extension (April 23, 2023) allowing the developer additional time to begin construction. The other option is to reject the extension. If the Council rejects the extension request then the PUD ordinance will lapse if the project does start by the expiration date.

The Plan Commission has the option to weigh in on the decision by making a recommendation to Council. Or, don't make a recommendation and the matter will be referred to the next Council meeting.

Recommendation: Staff recommends approval of the 1-year extension.

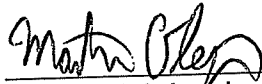
Prepared by:



Christopher Sullivan-Robinson
Planner / Zoning Administrator

11.24.2021
Date

Reviewed by:



Marty Olejniczak
Community Development Director

11-24-2021
Date

Reviewed by:



Josh Van Lieshout
City Administrator

11/29/21
Date

October 20, 2021

To: City of Sturgeon Bay Planning Department

RE: 145 S. Neenah Ave PUD

From: Cherryland Properties, LLC

Jeff Jahnke

I am writing to ask for an extension on my project PUD. This project and final approvals were awarded in March of 2020 prior to the Covid shut downs. Because of Covid my projects in Sturgeon Bay shifted to focus on 154 S. 3rd Ave by remodeling an old upper apartment, repairing a garage in preparation of a future mixed-use development. The project on 3rd will be completing in Spring of 2022. After 154 S. 3rd Ave is completed I will focus my time on the Neenah location.

What I would like is to have an extension to the Spring of 2023. In 2023 I will have my contractors in place and the material pricing in order. Given the price increases across the board in material some selections might have to change to be able to make the budget work so the apartments are not too costly. Also, this extension will provide the current tenants a better time line on when they will need to start looking for alternative housing options in Sturgeon Bay.

If you have any questions, please contact me at jeffjahnke91@gmail.com or 920-379-2353.

Thank you,



10/20/2021

Jeffrey A. Jahnke

Cherryland Properties, LLC

ORDINANCE NO. 1373-0420

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO ORDAIN AS FOLLOWS:

SECTION 1: The following described property is hereby rezoned from Single-Family Residential (R-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

A tract of land consisting of the northerly 50.00 feet of lots 19 and 20 of Block 1 in the Sorenson's Addition, Section 7, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County Wisconsin.

The above described tract contains 4,750 square-feet.

SECTION 2: The following requirements and conditions are place upon the property described within the legal description:

A. **Underlying Zoning:** The underlying zoning district shall be Mixed Residential / Commercial (C-5). The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise approved within the final PUD plan and ordinance. If the PUD lapses under Section 20.24(9) of the zoning code, the zoning classification of the property will remain C-5.

B. **Permitted Uses:** All uses listed within the permitted and conditional use sections of the C-5 district. All uses described within the final approved PUD plans including two 3-bedroom residential dwellings and one professional office space.

C. **PUD Requirements:** The requirements of the underlying C-5 district shall apply except as follows:

1. **Building Setbacks:** The minimum required setback from the street right-of-way line shall be 15 feet. The minimum required setback from the north property line shall be five feet. The minimum required setback from the south property line shall be seven feet (four feet for the emergency exit window for the basement). The minimum required setback from the west property line shall be 12 feet.

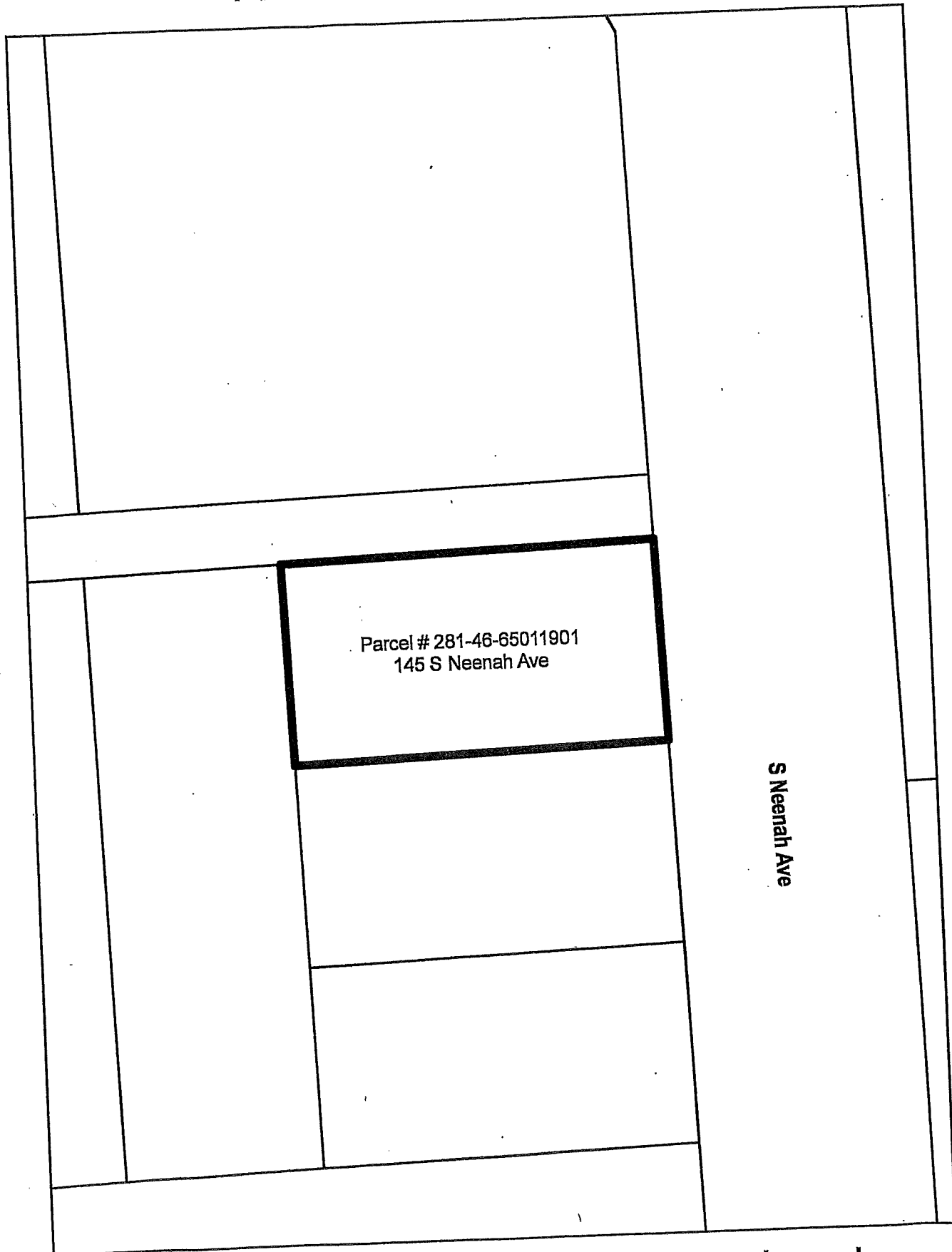
2. **Mixed Residential / Commercial:** The overall square-footage of the residential units shall be allowed to exceed the square-footage of the commercial space per the approved final PUD plans.

D. **Conformance:** The development of the site herein shall conform to the approved PUD plans.

SECTION 3: The ordinance shall take effect on the day after its publication.

Approved: David J. Ward, Mayor
Attest: Stephanie Reinhardt, City Clerk
Date of 1st Reading: 03/17/20
Date of 2nd Reading: 04/09/20
Publication: 04/22/20
Effective Date: 04/23/20

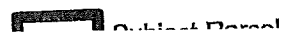
Location Map 145 S Neenah Ave PUD



Parcel # 281-46-65011901
145 S Neenah Ave

S Neenah Ave

Legend



R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Personnel Committee, hereby recommend to change the current Part-Time City Hall Custodian position to a Full-Time City Hall Maintenance/Custodian position at up to \$25.00 per hour.

Respectfully submitted,

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: November 30, 2021

* * * * *

Moved by Alderperson _____, seconded by Alderperson _____ that the said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.

Executive Summary

Date: September 9, 2021

Title: Change the Part Time City Hall Custodian position to Full Time Maintenance/Custodian position.

Background: Currently, the City Hall Custodian position is part time. This has been feasible due to a Full Time Street Department employee spending approximately 25% of their time to help at City Hall. This removes the street department employee from their primary duties. When the work load does not allow for the street department employee go down to assist for a couple weeks the condition/cleanliness of City Hall deteriorates rapidly. The most recent expectations of this position were nothing more than custodial services.

It is recommended to change this position from a Part Time Custodian position to a Full Time Maintenance/Custodian position. There is currently a maintenance contract for the heating and cooling system monitoring and inspections, although the City is still responsible for the cost of repairs. This newly recreated position would be responsible for the HVAC oversight, occasional changing of valves and other "minor" repairs of this sort, all general interior and exterior building maintenance, all interior and exterior custodial tasks including snow removal, landscape upkeep, and Veteran's Memorial upkeep.

The creation of this position would provide for the needs of the City Hall Building/Police Department/Fire Department to be met by one person being responsible for the entire building maintenance and cleaning. It would also ensure that a Street Department Employee would not be pulled from their regular duties for minor maintenance and overall upkeep.

Fiscal Impacts: An increase of \$42,301 annually at \$20 per hour. An increase of \$54,849 annually at \$25 per hour. This amount includes wages and benefits.

Recommendation: Staff recommends changing the current vacant Part Time Custodian position to a Full Time Maintenance/Custodian position as outlined above and keeping the hourly rate flexible to possibly get the most highly qualified employee.

Prepared By:



Mike Barker
Municipal Services Director

Date: 20 Sep 2021

Reviewed By:



Stephanie Reinhardt
Human Resource Director

Date: 9/16/2021

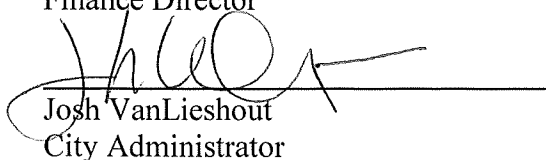
Reviewed By:



Valerie Clarizio
Finance Director

Date: 9/19/21

Reviewed By:



Josh VanLieshout
City Administrator

Date: 9/16/21

ORDINANCE NO. _____

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO
ORDAIN AS FOLLOWS:

SECTION 1: Section 10.09(1)(b) of the Sturgeon Bay Municipal Code is hereby repealed and recreated as follows:

- (b) ~~Unreasonable, excessive and unnecessary noise: Noise measured with a sound level meter, in excess of 55 dBa between 10:00 p.m. and 6:30 a.m., when measured at any property within the city, which is designated as a residential area. Noise measured, with a sound level meter, in excess of 90 dBa at all other times, when measured at any property within the city, which is designated as a residential area.~~

Noise outside of the allowed time frame and / or measured with a sound level meter, in excess of any of the following:

- (1) 55 dBa between 10:00 p.m. and 6:30 a.m., when measured at any property within the city, which is designated as a residential area.
- (2) 90 dBa at all other times, when measured at any property within the city, which is designated as a residential area.
- (3) Amplified music within a commercial area during the following hours:

Sunday 12:00 a.m. – 6:30 a.m. and 10:00 p.m. – 11:59 p.m.
Monday 12:00 a.m. – 6:30 a.m. and 10:00 p.m. – 11:59 p.m.
Tuesday 12:00 a.m. – 6:30 a.m. and 10:00 p.m. – 11:59 p.m.
Wednesday 12:00 a.m. – 6:30 a.m. and 10:00 p.m. – 11:59 p.m.
Thursday 12:00 a.m. – 6:30 a.m. and 10:00 p.m. – 11:59 p.m.
Friday 12:00 a.m. – 6:30 a.m.
Saturday 12:00 a.m. – 6:30 a.m.

SECTION 2: Section 10.09(1)(f) of the Sturgeon Bay Municipal Code is hereby repealed and recreated as follows:

- (e) ~~Exception permit. Person(s) requesting exceptions through the common council must complete an application form for the requested exception, and submit it to the city clerk's office, with a permit fee in an amount set by the common council. Applications must be submitted at least 30 days prior to the date or dates of the requested exception. Exceptions may include time limitations, sound levels or a combination of both. (Approval of exception requests is at the discretion of the common council who reserves the right to deny any exception requests). Commercial area: All areas within the City of Sturgeon Bay with the designation of C-1, C-2, C-3, C-4, or C-5.~~

SECTION 3: Section 10.09(5) of the Sturgeon Bay Municipal Code is hereby created as follows:

- (5) *Exception permit.* Person(s) requesting exceptions through the common council must complete an application form for the requested exception, and submit it to the city clerk's office, with a permit fee in an amount set by the common council. Applications must be submitted at least 30 days prior to the date or dates of the requested exception. Exceptions may include time limitations, sound levels or a combination of both. (Approval of exception requests is at the discretion of the common council who reserves the right to deny any exception requests).

SECTION 4: The ordinance shall take effect on the day after its publication.

Approved:

Attest:

David Ward
Mayor

Stephanie L. Reinhardt
City Clerk

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council exclude the Downtown Entertainment District from ordinance 10.175 of the Municipal Code - Drinking on Public Property Regulated as follows:

(1) Except as provided in section 9.01 (9) and to the limited extent necessary to permit the activities authorized by a commercial quadricycle business license under chapter 37, Or the area prescribed as the "Public Alcohol Consumption Area" as defined in the map below. This permanent exception shall last between the hours of 9:00 AM and 10:00 PM, Sunday through Saturday. All alcohol taken for consumption from the premises where it was purchased shall be in non-resealable and non-breakable containers such as metal, paper or plastic and consumed only in the prescribed area. In all other areas, no person shall possess or drink from any open can, bottle or other container containing fermented malt beverage or intoxicating liquor on any public street, sidewalk, alley or other public way in the city.

(2) Except as provided in section 9.01 (9) and to the limited extent necessary to permit the activities authorized by a commercial quadricycle business license under chapter 37, Or the area prescribed as the "Public Alcohol Consumption Area" as defined in the map below. This permanent exception shall last between the hours of 9:00 AM and 10:00 PM, Sunday through Saturday. All alcohol taken for consumption from the premises where it was purchased shall be in non-resealable and non-breakable containers such as metal, paper or plastic and consumed only in the prescribed area. In all other areas, no person shall consume any alcohol or fermented malt beverage which was purchased by the glass or other open container except on the premises of the licensed establishment it was purchased from.

Respectfully submitted,
 COMMUNITY PROTECTION AND SERVICES COMMITTEE
 By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: November 3, 2021

* * * * *

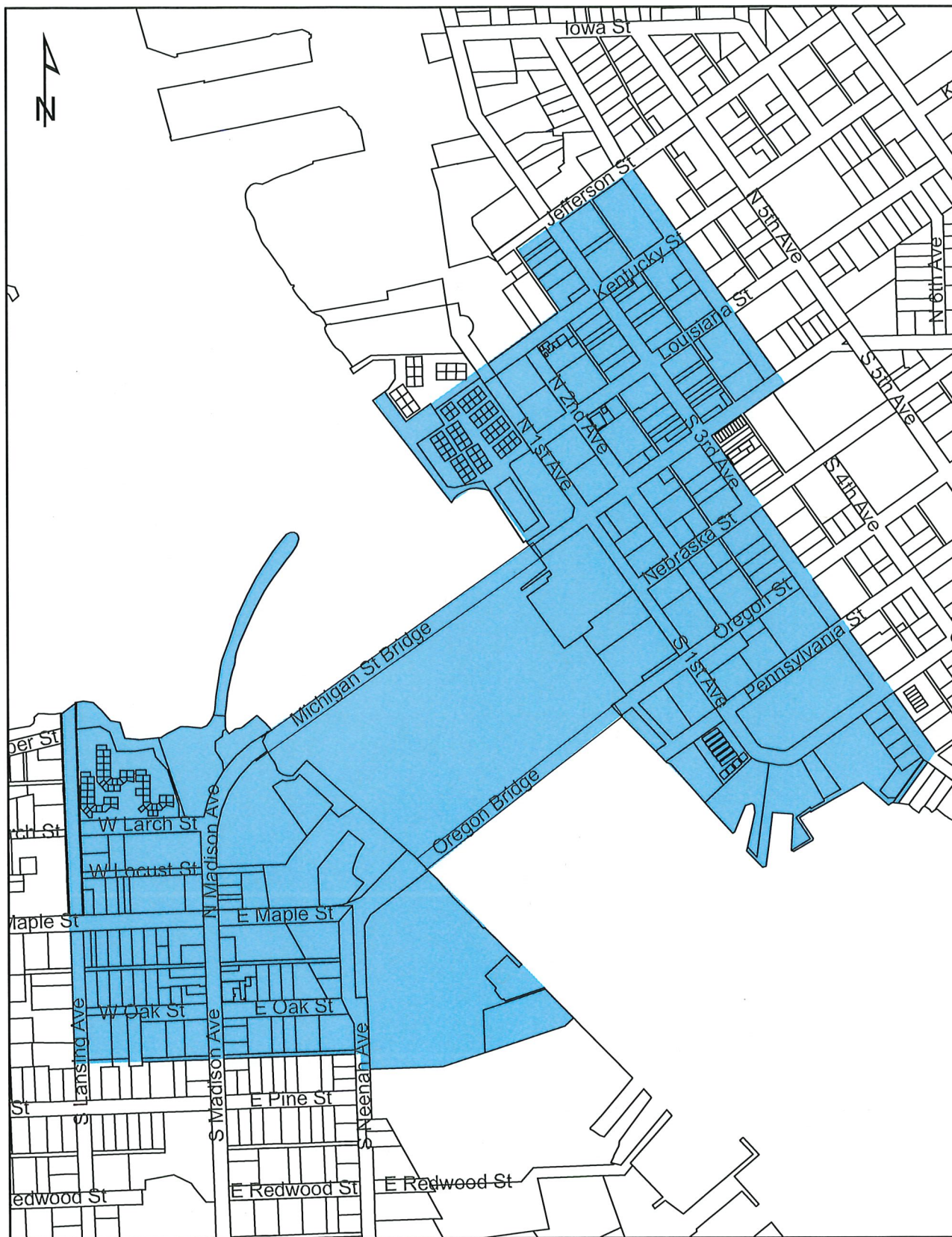
Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.

PUBLIC ALCOHOL CONSUMPTION AREA



Map Date: Nov 10, 2021

PUBLIC ALCOHOL CONSUMPTION AREA

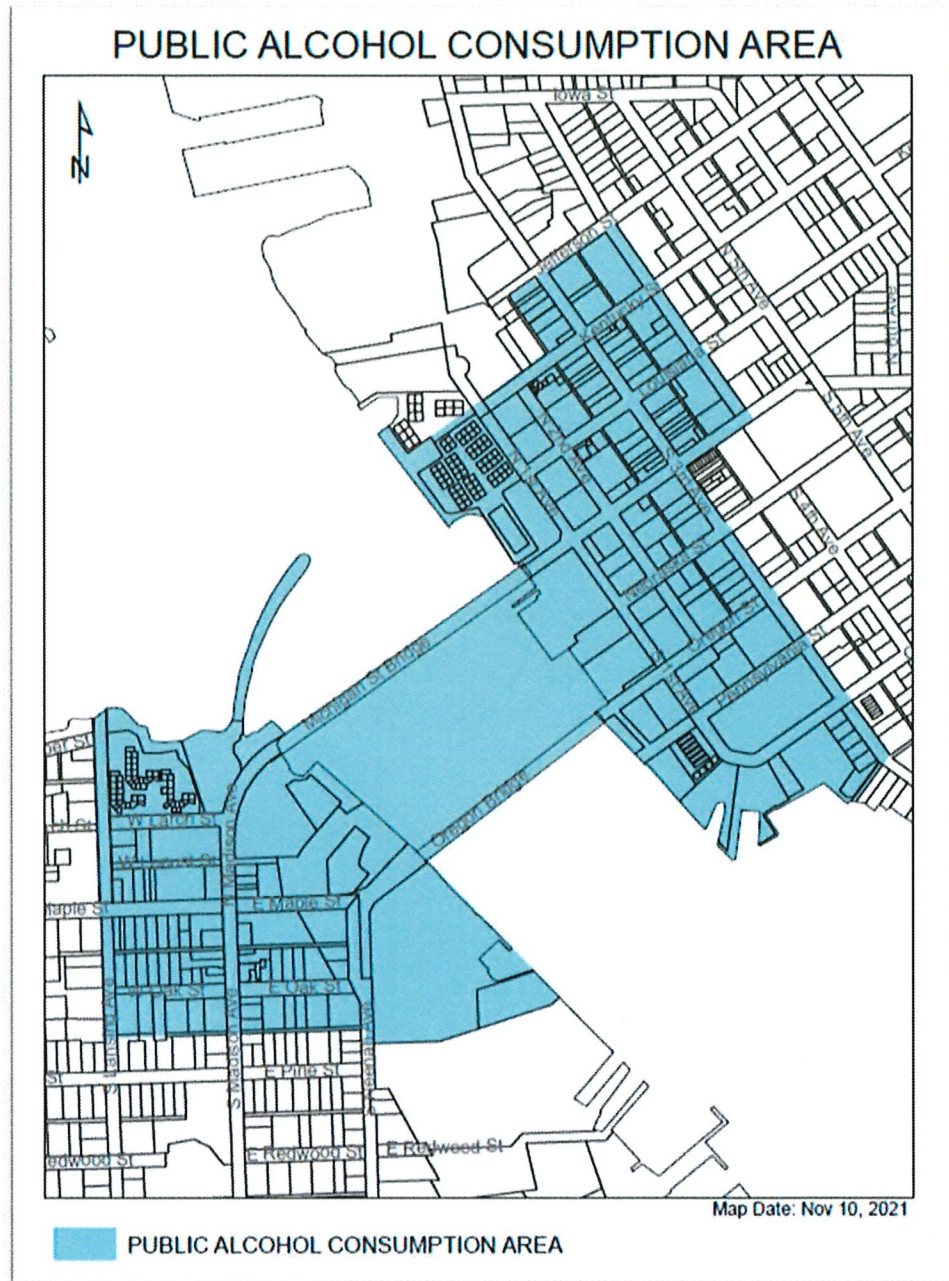
ORDINANCE NO. _____

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO
ORDAIN AS FOLLOWS:

SECTION 1: Section 10.175 of the Sturgeon Bay Municipal Code (Orderly Conduct) is
hereby created as follows:

- (1) Except as provided in section 9.01 (9) and to the limited extent necessary to permit the activities authorized by a commercial quadricycle business license under chapter 37, Or the area prescribed as the "Public Alcohol Consumption Area" as defined in the map below. This permanent exception shall last between the hours of 9:00 AM and 10:00 PM, Sunday through Saturday. All alcohol taken for consumption from the premises where it was purchased shall be in non-resealable and non-breakable containers such as metal, paper or plastic and consumed only in the prescribed area. In all other areas, no person shall possess or drink from any open can, bottle or other container containing fermented malt beverage or intoxicating liquor on any public street, sidewalk, alley or other public way in the city.
- (2) Except as provided in section 9.01 (9) and to the limited extent necessary to permit the activities authorized by a commercial quadricycle business license under chapter 37, Or the area prescribed as the "Public Alcohol Consumption Area" as defined in the map below. This permanent exception shall last between the hours of 9:00 AM and 10:00 PM, Sunday through Saturday. All alcohol taken for consumption from the premises where it was purchased shall be in non-resealable and non-breakable containers such as metal, paper or plastic and consumed only in the prescribed area. In all other areas, no person shall consume any alcohol or fermented malt beverage which was purchased by the glass or other open container except on the premises of the licensed establishment it was purchased from.

(3) Public Alcohol Consumption Area Exhibit.



SECTION 2: The ordinance shall take effect on the day after its publication.

Approved:

Attest:

David J. Ward
Mayor

Stephanie Reinhardt
City Clerk

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the Intergovernmental Agreement for Technical Support Services with the County of Door for the period of January 1, 2022-December 31, 2022, in the amount of \$50,000.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: November 9, 2021

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.



City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235
jvanlieshout@sturgeonbaywi.org

Joshua J. Van Lieshout
City Administrator

920-746-6905 (Voice)
920-746-2905 (Fax)

Memorandum

To: Finance Committee

From: Josh Van Lieshout, Administrator

Re: Information Services—Contract with Door County

Date: November 4, 2021

For at least the last decade Door County has provided to the City computer and information technology services. Our current contract was last revised in 2019. Since this time the City has enjoyed a constant a rate of \$30,000 per year (adjusted by CPI). A very good value for the City given the breadth and scope of services, including 24-hour emergency support and multiple layers of redundancy.

This fall Door County gave the City notice that it can no longer afford to provide TS/IS services at the current price and sought to exit the contract. This is problematic for the City for a number of reasons. The degree of integration of computer networks and information sharing, especially in the public safety side of operations, the comparably high cost of having our own) information services specialist(s)/department, servers, systems, etc. make untangling the City and County a challenging proposition. Even if the City and County separated on technology support services, other data, internet access, email, telephones, etc., would likely continue to be integrated, thus there will always be some level of cooperation and cost. Furthermore it is unlikely Door County is willing to part with the revenues earned from the City, as their fixed costs would be unlikely to decrease as result of losing the City as a customer.

To continue TS services for 2022 the City and County have agreed to maintain the current level of services but at an increased rate. The rate will increase to \$50,000 and the term will be extended for 12 months. This is a temporary fix. To evaluate options, the City has requested a summary of service requests, frequency, the nature of the requests, and number of hours spent servicing the City. This information will be used to evaluate the level and type of service needed, frequency of use, and ultimately used to determine the best value advantage for the City. Options depending on the final analysis include, reducing scope of services purchased, hiring TS service employee(s), private provider, and others.

The City and County are married on a fiber-optic ring that connects numerous city, county and school district buildings to one central location. The Sturgeon Bay School District provides their own TS/IS technical support services. The service agreement for consideration is independent of the fiber optic network agreement.

INTERGOVERNMENTAL AGREEMENT - TECHNICAL SUPPORT SERVICES

[Section 66.0301, Wisconsin Statutes]

This agreement is made this 1st day of January, 2019 by and between the County of Door ("County") and the City of Sturgeon Bay ("City"), each a public body corporate within the State of Wisconsin.

Whereas, the City desires to receive and pay for technical support services from County to support its information systems, and County is amenable to furnishing these services to the City;

Whereas, the intergovernmental cooperation contemplated herein serves legitimate public purposes, including facilitation of efficient and effective information systems for the City and County; and

Whereas, this agreement is deemed to be of mutual benefit to the parties and is consistent with their powers or duties under law.

It is therefore agreed as follows:

1. This agreement shall become effective on 1st day of January, 2019, and shall be effective [unless this agreement is otherwise terminated] for a period of three (3) years, unless sooner terminated as provided in this agreement.
2. The existing Intergovernmental Agreement will terminate concurrent with this agreement becoming effective.
3. Either party may terminate this agreement, for any or no reason, upon ninety (90) days prior written notice to the other. Termination shall not relieve a party of any obligation incurred prior to the effective date of termination.
4. This agreement will be automatically extended for consecutive three (3) year terms unless either party notifies the other in writing of their intent to terminate at least sixty (60) days before expiration.
5. County agrees to provide technical services (labor only) to support City's information systems as described in *Addendum A*, attached hereto and incorporated herein by reference as if fully set forth.
6. The City agrees to pay County an annual fee broken down into 12 equal monthly installments for these services. Payment is due the 1st day of each month.

In 2019 the annual fee is thirty thousand dollars (\$30,000). Beginning in 2020, this fee is subject to an automatic annual increase tied to the Consumer Price Index for All Urban Consumers (CPI-U) in the Midwest.

City is solely responsible for (or to pay its proportional share of the costs of) its infrastructure, hardware, software (e.g., licenses / subscriptions), equipment, materials, supplies and maintenance.
7. The City is responsible, internally, to designate employees or officials authorized to request that County provide services hereunder. The County may reasonably presume that any City official or employee making a request for services hereunder is authorized to do so and is not obliged to verify the same.
8. County will endeavor, subject to time and resources being available and hierarchical needs, to provide the technical support services contemplated hereunder to the City in a timely manner. However, County cannot guarantee a response within a particular timeframe.
9. The City accepts County's network system "as is". County makes no warranty or guarantee, express or implied, as to the network system's condition.
10. The City accepts County's technical support capabilities "as is". County makes no warranty or guarantee, express or implied, as to the ability to support the City's information systems.
11. The City agrees to defend, indemnify and hold the County completely harmless from and against any and all claims arising by or resulting from the City's interconnection to or use of County's network system. This section shall survive expiration of this agreement.
12. Either party may terminate this agreement for cause, if the other fails to perform or abide by any covenant or obligation set forth in this agreement and: a. Provides written notice of such breach; and b. Affords a reasonable opportunity to cure such breach; and c. There is an ongoing material breach.

13. Upon termination of this agreement: a. City shall cease use of the County's network system; b. County may disconnect City from County's network system; and c. County will provide no further technical services to the City.
14. The waiver by a party of any breach or failure of the other party to perform any covenant or obligation contained in this agreement shall not constitute a waiver of any subsequent breach.
15. If a dispute between County and City arises out of or relating to this agreement, and cannot be settled through direct discussions, County and City agree to first endeavor to settle the dispute by alternative dispute resolution before recourse to a court.
16. If any covenant, condition, provision, or term of this agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining covenants, conditions, provision, or terms of this agreement shall not be affected thereby, but each covenant, condition, provision, or term of this agreement shall be valid and in force to the fullest extent permitted by law.
17. All notices, demands or other writings shall be considered made when deposited in the U.S. Mail (registered mail with postage pre-paid) and addressed to: Attn: County Administrator, Door County Government Center, 421 Nebraska Street, Sturgeon Bay, Wisconsin 54235 or City Administrator, 421 Michigan Street, Sturgeon Bay, Wisconsin 54235.
18. Parties irrevocably submit themselves to the original jurisdiction of the Circuit Court, County of Door, State of Wisconsin, with regard to any controversy arising out of, relating to, or in any way concerning this agreement.
19. This agreement shall be subject and subordinate to applicable federal or state laws, codes, regulations, ordinances, rules and orders.
20. This agreement constitutes the entire agreement between the parties with respect to the subject matter of this agreement. Any amendments, changes or modification of this agreement shall be effective only when made in writing and executed by the parties.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE FOLLOWS

Addendum A

Technical Services (labor only) County will provide to support City's information systems are:

- E-mail - including remote retrieval, encryption, filtration, scan to e-mail, and archiving
- Compute - including file servers, redundant SAN storage, and wired/wireless networking interconnects
- Shared Systems - including Spillman, Arbitrator, PSPortals, and IPConfigure Video Security
- Enterprise Phone System - Including voicemail, paging, and logging
- Remote access/VPN support
- Enterprise system/domain user maintenance
- Hardware/Software/Security support for various endpoint devices and packages
- Internet - including fiber optic connectivity, security, filtering, and firewalling
- Licensing/Compliance Assistance - though the City is responsible for their own licensing purchases aside from those purchased through the County
 - Microsoft 3 year term purchased through the County, this includes Core CAL, VDA, and Office 365 and is locked in for the term
- Technology Consulting - including budgeting, procurement, research, analysis, and deployment
- Near 24 x 7 uptime for systems with redundancy and backups
- 24 x 7 helpdesk support

The County will endeavor to provide 24/7 technical support services to the City.

The City facilities covered are City Hall, Fire Department, Municipal Services, and Police.

The County will exercise its judgment and discretion to manage and prioritize technical support service requests. It's not a first come, first serve basis. Criteria used includes issue severity (i.e., the urgency and impact of an issue) on a simple scale of Low, Medium, High.

For critical systems support after hours, the County will provide support following our on-call and response time policy.

For after-hours calls related to non-emergency technical issues, service will be scheduled during regular business hours.

The technical support services contemplated herein covers labor only. City is solely responsible for its (or shall pay its proportional share of the costs of) infrastructure, hardware, software (e.g., licenses / subscriptions), equipment, materials, supplies and maintenance.

Accepted and agreed this 7th day of January, 2018,
2019

Name: Thad Birmingham, Mayor

Title: Thad Birmingham
Josh VanLieshout, Administrator Thad Birmingham, Mayor
City of Sturgeon Bay

Sworn and subscribed to before me
this 7th day of January, 2019.

Melia Metz

Notary Public
My commission expires 2-9-22

Accepted and agreed this 18th day of February, 2019.

[Signature]

Ken Pabich, Administrator
County of Door

Sworn and subscribed to before me
this 18th day of February, 2019

Jon J. Holby

Notary Public
My commission expires December 20, 2019

EXTENSION OF AGREEMENT

This agreement is made and entered into effective the 1st day of December, 2021, between the County of Door ("County") and the City of Sturgeon Bay ("City"), each a public body corporate.

County and City have previously entered into an *Intergovernmental Agreement-Technical Support Services* (hereafter *Agreement*) a copy of which is attached hereto as Appendix A and is incorporated by reference herein.

Paragraph 6 of the *Agreement* is amended as follows: The City agrees to pay County an annual fee broken down into 12 equal monthly installments for these services. Payment is due the 1st day of each month. In 2022, the annual fee is fifty thousand dollars (**\$50,000**). City is solely responsible for (or to pay its proportional share of the costs of) its infrastructure, hardware, software (e.g., licenses/subscriptions), equipment, materials, supplies and maintenance.

The original *Agreement* is hereby extended for an additional one (1) year period, commencing on January 1, 2022 and expiring on December 31, 2022.

Except as modified herein all terms and conditions of the original *Agreement* shall remain in full force and effect.

County:

City:

Jason Rouer
Technology Services Director

Print Name:
Print Title:

Ken Pabich
County Administrator

Print Name:
Print Title:

Grant P. Thomas
Corporation Counsel

Print Name:
Print Title:

[APPROVED AS TO FORM ONLY]

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to sell the property located at 1048 Egg Harbor Rd, parcel # 281-62-10000106, to Doreen Phillips of Cherry Point Investments, LLC in the amount of \$33,000, with \$22,000 deferred for 3 years which requires \$11,000 due at closing, in addition to the following conditions:

- The deferred payment will be forgiven if the housing development on the adjoining property is built.
- Closing is not to occur until the housing development on the adjoining property is approved, at least the first phase if done in phases.
- Agreement to dedicate the right-of-way for the proposed street in the north part of the adjoining property when requested to do so.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE
By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: November 9, 2021

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2021.

EXECUTIVE SUMMARY

Title: Offer to Purchase City-Owned Property - 1048 Egg Harbor Road

Background: The City acquired the property at 1048 Egg Harbor Road from Door County in 2018. The parcel, formerly known as the Simon parcel, is 1.1 acres in size with about 105 feet of frontage on Egg Harbor Road. The property was a tax foreclosed parcel and the County sold it to the City for the amount of the back taxes, which was approximately \$12,600. In 2021 the City demolished the dilapidated house, which cost about \$15,000. Doreen Phillips of Cherry Point Investments, LLC has requested that the lot be sold to her for \$1.

Ms. Phillips and her development partners recently purchased the former Peil property at 1116 Egg Harbor Road. Their development concept is for about 72 multiple-family dwellings to be constructed on the main part of the Peil parcel. They would like to use the 1048 Egg Harbor Road parcel for the access driveway. This option would then allow the frontage portion of 1116 Egg Harbor Road to be redeveloped into a commercial use. That portion of the Peil parcel currently contains a dwelling and two outbuildings.

The City parcel is not as conducive to commercial development because it only has 105 feet of frontage and about 80 feet of lot width. This compares with the 168 feet of frontage and 127 feet of lot width for the front part of the Peil parcel. When the City acquired 1048 Egg Harbor Road, the stated purpose was to facilitate redevelopment of the north side of the street. Using the parcel as access was one of the options discussed at that time.

City staff has met a couple of times with the development team to help refine and coordinate the site layout. The possibility of using the adjacent driveway for Tall Pines Estate for the access to the Peil parcel was considered. It was discussed with the owner of Tall Pines Estates, but that owner rejected the idea. Tall Pines, however, is willing to work with the City on other aspects of the overall development such as joint stormwater management facilities.

Staff also discussed how the proposed development would relate to the Official Map, most notably the proposed street connection from Alabama Place to N. 12th Place across the Peil parcel. We worked on a revised street location that we think is better for the City, the future development and the adjoining parcels.

To date, the development team for the Peil parcel has not requested any financial incentives to construct the multiple-family dwellings, but are asking for the lot for free to keep their overall costs down. Given that the cost of construction is rising faster than the market rate rents for the units, it is increasingly difficult to construct apartments without incentives such as tax increment financing, tax credits, or breaks on utilities/land. There likely will be a need for the City to help cover the infrastructure costs (road, sewer, water, stormwater) for the extension of Alabama Place due to the relatively few units that can be constructed on that extension.

Value Considerations: An appraisal has never been completed for the parcel and the City has not yet formally marketed the parcels or established a value. Prior to City purchase the land was assessed at \$81,000. The City has about \$27,600 invested in the property. Generally speaking, the City is more interested in maximizing the future development value and long-term economic and fiscal benefits than it is getting the maximum one-time sale proceeds.

The City recently sold land across the street using the industrial park standard of \$30,000 per acre with an incentive of \$20,000 per acre based on jobs/property value created for an expected ultimate sale price of \$10,000 per acre.

Options: The City could:

1. Sell the lot to the proposed \$1 requested by the developer.
2. Sell the lot based upon the Industrial Park policy – likely to yield \$10,100 assuming incentives are met.
3. Sell the lot for the amount of costs the City has into this parcel – about \$27,600.
4. Sell the lot for market value based upon an appraisal – likely in the vicinity of \$80,000.

Fiscal Impact: The sale of the property would add \$1 to perhaps \$80,000 to the City coffers depending upon the whether the sale is market rate or subsidized. The main fiscal impact comes from inducing the overall development of the Peil parcel which would likely add \$5M to \$7M in property value.

Recommendation: For consistency it is reasonable to apply the industrial park land sale policy to this property. Under this policy, the sale price would be \$30,3600 for the 1.1 acres. But, just \$10,100 gets paid upfront and the remaining \$20,200 is deferred for up to three years. If the expected development occurs, the deferred payment is forgiven.

Prepared by: Martin Olejniczak
Martin Olejniczak
Community Development Director

11/4/21
Date

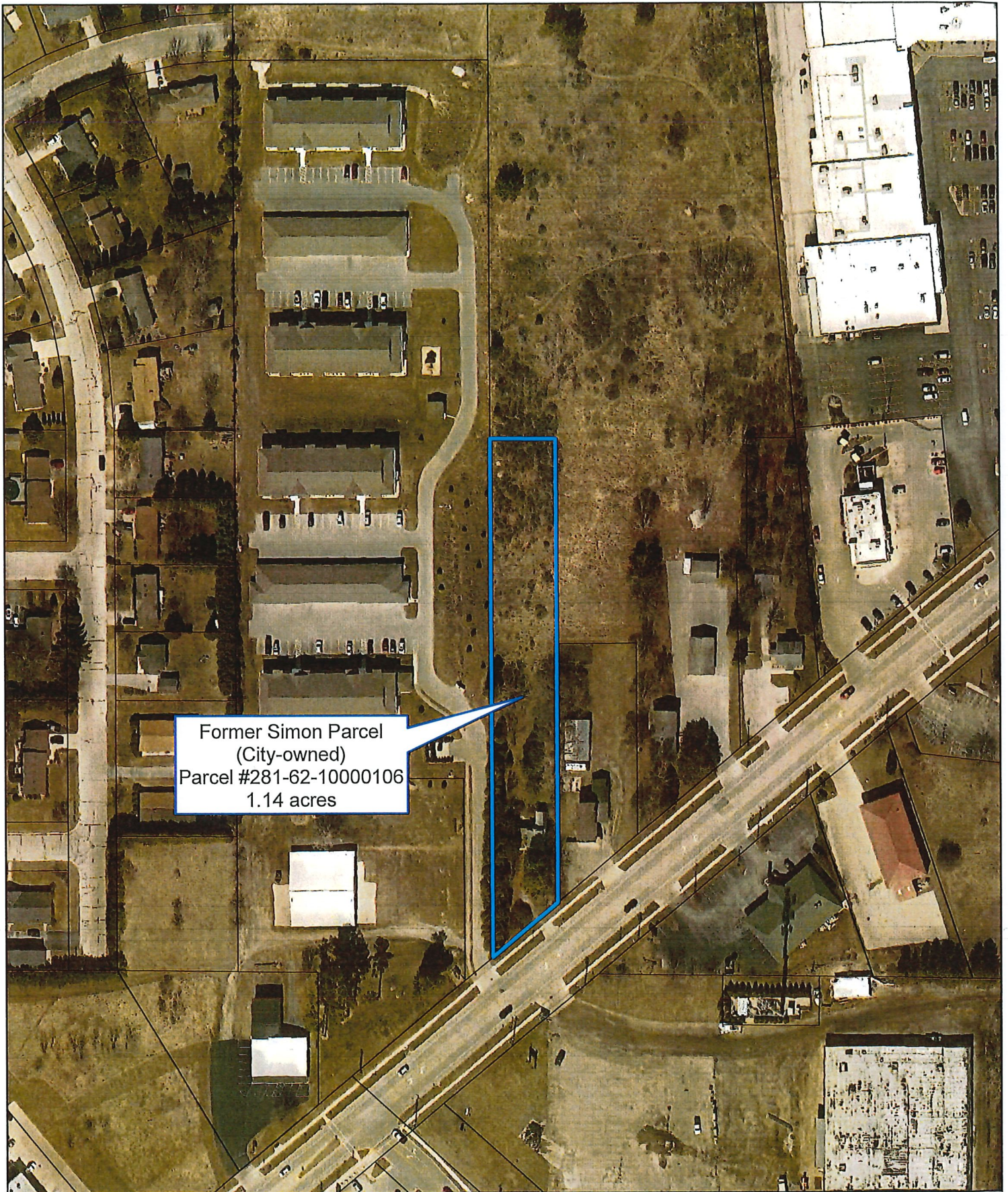
Reviewed by: Val Clarizio
Val Clarizio
Finance Director

11/4/21
Date

Reviewed by: Josh Van Lieshout
Josh Van Lieshout
City Administrator

11/4/21
Date

Former Simon Parcel - 1048 Egg Harbor Road



Former Simon Parcel
(City-owned)
Parcel #281-62-10000106
1.14 acres

Cherry Point Investments LLC
1634 Rustic Oaks Ct.
Green Bay WI 54301
920-621-2800
doreenphillips777@gmail.com

City of Sturgeon Bay
421 Michigan St.
Sturgeon Bay WI 54235

10-26-2021

To the City of Sturgeon Bay's Council:

Re: 1048 Egg Harbor Rd.
Sturgeon Bay WI 54235

We have purchased the property at 1116 Egg Harbor Rd. for the purpose of creating a Residential townhouse community, with the hopes of accommodating more workforce housing at an affordable price. However it is a challenge to develop this property, due to it being "slightly" land locked, having very little frontage on Egg Harbor Rd, and the rear of the property is "basically" land locked.

We are aware the City of Sturgeon Bay has obtained the property located at 1048 Egg Harbor Rd. with the idea it may assist in giving more access to the property we are now attempting to develop.

We are asking if we can obtain that property from the City of Sturgeon Bay so we may have the frontage to access this property with out taking out the home and buildings that currently exist there.

We are asking the City to transfer that parcel to us for the minimal transfer fee of \$1.00 in hopes we can design a more attractive layout for this property to be developed for it's intended use.

Thank you for your consideration,



Doreen A. Phillips
Cherry Point Investments LLC

10-26-2021
Date

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the City Plan Commission, hereby recommend approval of the restructured permitted and conditional uses within the Sturgeon Bay Zoning Code as shown in the attached chart of land uses.

Respectfully submitted,
City Plan Commission
By: David Ward, Chair

RESOLVED, that the foregoing recommendation be adopted.

Date: November 29, 2021

Introduced by _____;

Moved by Alderperson _____, seconded by
Alderperson _____ that said recommendation be
adopted.

Passed by the Council on the _____ day of _____, 2021.

Executive Summary

Zoning Code Text Amendment for Restructuring Permitted and Conditional Uses

Background: One of the tasks that Vandewalle & Associates completed during the update of the Sturgeon Bay Comprehensive Plan was a review of the existing zoning code and suggestions for improving it. The consultant found that the Sturgeon Bay Zoning Code's list of permitted and conditional uses for each district had several problems. For many of the districts, the list of uses refers back to permitted uses in other zoning districts. This makes it difficult to readily understand what uses are permitted. Plus, there are terms that are outdated (e.g. rest homes) and inconsistencies of terminology between districts.

The consultant recommended that the City revamp its permitted and conditional uses by:

- Utilizing broader land use categories rather than very specific land uses in order to be more flexible and comprehensive as well as reduce the need for future amendments.
- Eliminate the current format of building off the permitted uses of the prior district and instead use a table of permitted land uses. This approach is more contemporary and it used by all or most of the other zoning codes in Door County.
- Increase the number of districts where mixed use development is allowed.
- Adopt the manufacturing performance standards of the C-3 district on a citywide basis.
- Consider adding zoning districts for high impact uses such as an Institutional District for the jail, hospitals, and other similar intensive uses or an Intensive Outdoor Activity District for the racetrack, campgrounds, etc. This approach provides more authority for the Council to approve or deny such uses via the rezoning process compared to the conditional use process.

The consultant also had other recommendations that are still being considered by the Plan Commission. The Plan Commission, in response to the above recommendations, worked with staff on a restructured list of permitted and conditional uses. In addition to listing the land uses in an easier to use chart of permitted land uses, the significant changes include:

1. Mixed-use (residential/commercial) is now permitted in the General Commercial C-1 district instead of conditional.
2. Manufacturing/warehousing added to the General Commercial C-1 and Central Business District C-2 districts as a conditional use subject to the performance standards. Since this use was the only distinction between the General Commercial C-1 and Commercial/Light Manufacturing C-3 districts, the C-3 district is no longer needed and is dropped. *Note: Existing properties that are zoned C-3 will need to be rezoned to C-1 if the recommendation is adopted.*
3. In the Multiple-Family Residential R-4 district, the number of dwelling units allowed by permitted use is increased to 24 units. Projects greater than 24 units will require a conditional use approval. A Planned Unit Development approval would no longer be required if all standards are met.

4. In the Multiple-Family Residential R-4 districts, single-family dwelling and two-family dwellings are switched from conditional uses to permitted uses for lots that are 20,000 sq. ft. or less. On large lots greater than 20,000 sq. ft. those uses will remain as conditional uses.
5. Bed and Breakfast Establishments switched from conditional to permitted in the residential districts to match tourist rooming houses. But the existing rules for B & B's (max number of rooms, etc.) still must be met.
6. Eliminated Art Galleries as a conditional use in the residential districts. They are still permitted in the commercial districts and also as home occupations subject to the home occupation rules.
7. Eliminated the requirement for a conditional use approval for drive-through facilities. The Aesthetic Design & Site Plan Review Board will review proposals for such facilities to ensure proper layout, stacking distance, etc.
8. Eliminated several of the more specific land uses. They would now fall under the more general categories such as Manufacturing, Retail Establishments, Professional Offices, and Customer Service Establishments that are already used in most districts.
9. Added Customer Service Establishments (e.g. barber/beauty shops, massage therapy, etc.) to the Multiple-Family Residential R-4 district.
10. Water Related Uses such as marinas and charter fishing is switched from conditional use to permitted use in the commercial districts.
11. Split up the broad category of Municipal Buildings into several types, including Public Safety Facilities, Courtrooms and Judicial Processing, Municipal Storage Buildings/Yards and Jails/Correctional Facilities. This was done to better reflect the impacts the specific types of municipal facilities have and put them in the proper zoning districts.
12. Split the Public Utilities into major and minor categories based upon 1,000 square feet of land area so that minor facilities such as lift stations and transformer boxes are permitted but major facilities such as electric substations, water towers, and wastewater treatment facilities are conditional uses.

The Commission decided not to create a special Institutional District or Intensive Outdoor Use District for high impact uses at this time. The Agricultural A district currently acts as a de facto high impact district. The land uses chart continues to allow heavier uses such as the jail or fairgrounds in the Agricultural A district. The Plan Commission may consider adding a new district at a later date, but for now believes using the Agricultural A district will suffice, especially since there is very little active agricultural use within the City.

Options: The Council can:

- Approve the recommendation. A complete ordinance would be drafted and the matter would then be scheduled for a public hearing, followed by first and second readings for adoption.
- Modify the recommendation by making certain changes to the chart and approve it.

- Deny the recommendation. The matter would be dropped from consideration.
- Refer the matter back to the Plan Commission for further consideration.

Recommendation: Approve the Plan Commission recommendation as proposed.

Prepared By: 
Martin Olejniczak
Community Development Director

12-2-2021
Date

Reviewed By: 
Christopher Sullivan-Robinson
Planner / Zoning Administrator

12-02-2021
Date

Reviewed By: 
Josh Van Lieshout
City Administrator

12/2/21
Date

USE	R-1	R-2	R-3	R-4	R-M	A	Con	C-1	C-2	C-3	C-4	C-5	I-1 / I-1A	I-2 / I-2A
RESIDENTIAL USES														
Accessory Dwelling Units		C ₁	C ₁	C ₁	C ₁			P C	P C	P C		C ₁		
Boarding houses and Lodging Houses								C	C	C		P C	C	C
Commercial Housing Facility														
Stats., and provided, however that the 2,500-foot distance described in § 62.23(7)(12r.a., Wis. Stats., shall not apply.	C	C	C	C	C							C		
Mobile / Manufactured Home Parks					P ₂									
Multiple Family Dwellings			C ₃	P ₃ / C ₃				C	C	C		C		
Residential Use in a Mixed-Use Building/Parcel								C ₄ P ₄	P ₄	C ₄ P ₄		P		
Rest homes				P								P ₅ / C ₅		
Single-Family Dwellings	P	P	P	P ₅ / C ₅		P						P ₆ / C ₆		
Two-Family Dwellings		P ₆ / C ₆	P	P ₆ / C ₆		C								
COMMERCIAL USES														
Art Galleries	C	C	C	C	C			P	P	P	P	P		
Automobile and Recreation Vehicle Sales and/or Repair Establishments								P	P	P	P	P ₉ / C ₉	C	C
Banks and Other Financial Institutions								P	P	P	P	P		
Barber / Beauty Shops				C				P	P	P	P	P ₉ / C ₉		
Bed & Breakfast Establishments	C P	C P	C P	C P	C P	C P		P	P	P	P			
Bus Depots								P	P	P	P			
Commercial Establishments w/Drive-through Facilities								C	C	C	C		C	C
Commercial Storage Facilities								P	P	P	P	P ₉ / C ₉		
Conference Facilities				C				P	P	P	P	P ₉ / C ₉	C ₁₅	C ₁₅
Customer Service Establishments								P	P	P	P			
Farm Implement Sales Lots								P	P	P	P	P ₉ / C ₉		
Funeral Homes								P	P	P	P			
Gasoline Stations								P	P	P	P			
Home Occupations	P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉		P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉	P ₉ / C ₉		
Hotels and Motels								P	P	P	P	C		
Kennels														
Liquor Stores														
Lumber and Building Supply Yards								P		P			C ₁₄	C ₁₄
Massage Parlor														
Medical, Dental, and Veterinarian Clinic				C				P	P	P	P	P ₉ / C ₉		
Parking Lots (principal use)				C				P	P	P	P	C	P	P
Payday lending institutions														
Professional Offices					C			P	P	P	P	P ₉ / C ₉	P ₇	P ₇

[illegible]

Additional requirements for particular uses (correspond to footnotes in the chart of permitted and conditional uses):

1. Accessory Dwelling units are subject to the rules shown in section 20.10(2)(c).
2. Manufactured home parks are subject to the standards of chapter 9.07.
3. Multiple-Family Dwellings:
 - a. In the R-3 district, MF dwellings shall be limited to not more than 4 units per building.
 - b. In the R-4 district, projects with **24** or fewer units on a lot are permitted. Projects containing 25 or more units on a lot shall require **conditional use approval**.
4. Residential Use in a Mixed-Use Building/Parcel:
 - a. In the C-1 ~~and C-3~~ districts, the residential portion of the mixed-use building shall not exceed 50% of the available floor area of the building.
 - b. In the C-2 district the residential portion shall not exceed 50% of the combined floor area of all principal buildings within the lot.
5. Single-Family Dwellings:
 - a. **In the R-4 district, single-family dwellings proposed on lots that exceed 20,000 square feet of area shall require a conditional use approval.**
 - b. In the C-5 district, single-family dwellings established within an existing building, including repairs/reconstruction of such dwellings and additions up to 50% of the original floor area are permitted. Newly constructed single-family dwellings and additions to existing dwellings that exceed 50% of the original floor area shall require conditional use approval.
6. Two-Family Dwellings:
 - a. In the R-2 district, two-family dwellings that specifically designated for such dwellings at the time of platting are permitted, subject to section 20.10(1)(b). Non-designated lots shall require conditional use approval.
 - b. **In the R-4 district, two-family dwellings proposed on lots that exceed 20,000 square feet of area shall require a conditional use approval.**
 - c. In the C-5 district, two-family dwellings established within an existing building, including repairs/reconstruction of such dwellings and additions up to 50% of the original floor area are permitted. Newly constructed two-family dwellings and additions to existing dwellings that exceed 50% of the original floor area shall require conditional use approval.
7. Professional offices: In the I-1/I-1A and I-2/I-2A districts, except for offices incidental to a principal use of the premises, professional offices shall have at least 10,000 square feet of floor area.
8. Home occupations shall follow the standards within section 20.09(2)(a).

9. C-5 Commercial use size restriction: In the C-5 district, nonresidential uses indicated shall only occupy an existing building or occupy a new building with a building footprint not exceeding 3,000 square feet. Uses proposed to be located within a new building exceeding 3,000 square feet shall require conditional use approval.

10. Manufacturing, processing, etc.:

- a. In the ~~C-3~~ **C-1 and C-2** districts, the requirements of section 20.16(2)(b) shall apply.
- b. In the I-1/I-1A districts, all manufacturing, processing, assembly, and testing activities shall occur inside a building, except for the occasional assembly, testing or shipping of components too large to fit in buildings.

11. General warehousing or wholesale distribution: In the ~~C-3~~ **C-1 and C-2** districts, the requirements of section 20.16(2)(b) shall apply.

12. Outdoor Storage: In the I-1/I-1A districts, outdoor storage shall not exceed 200% of the building footprints of the principal buildings on the site.

13. Business incubators shall be operated by the Door County Economic Development Corporation or other nonprofit organization approved by the City of Sturgeon Bay.

14. Retail establishments: In the I-1/I-1A and I-2/I-2A districts, retail establishments shall comply with the following requirements:

- a. The retail establishment shall be located within a building that contains at least 4,000 square feet of floor area.
- b. The retail establishment shall be located within 600 feet of the right-of-way of State Highway 42/57.
- c. The retail use shall be limited to appliance dealers, carpet and floor covering dealers, electrical showrooms and shops, furniture stores, lawn and garden equipment and supply stores, lighting showrooms and shops, lumber and building materials sales centers, paint stores, plumbing showrooms and shops, stationary and office equipment/supply stores, retail sales associated with not for profit vocational rehabilitation programs, boat sales/showrooms, and similar types of retail that support the building and manufacturing industries.

15. Customer Service Establishments: In the I-1/I-1A and I-2/I-2A districts, customer service establishments are limited to travel agencies, health clubs, and quick-printing/copy shops.

16. Farming: Buildings housing farm animals, barnyards, and feed lots shall be located at least 100 feet from a residential district and at least 100 feet from any waterway and located such that manure will not drain into any waterway.

17. Travel Trailer Parks are subject to the requirements of section 9.075.

20.09 - Use regulations for R-1 district.

Existing Zoning Code

The R-1 district is intended to provide a pleasant, safe and quiet neighborhood environment free from traffic hazards, incompatible land uses, or public annoyance for single-family residential development in the city.

(1) Permitted uses are:

- (a) Single-family dwellings.
- (b) Churches and religious institutions.
- (c) Elementary, junior, and senior high schools.
- (d) Municipal buildings, except sewage treatment plants, garbage incinerators, warehouses, public garages, public shops or storage yards, penal or correctional institutions and asylums.
- (e) Public parks, playgrounds, recreational and community center buildings and grounds.
- (f) Telephone booths, exchanges and lines and transformer stations.
- (g) Accessory uses customarily incidental and subordinate to any of the above uses provided that no such use generates traffic or noise that would create a public or private nuisance.
- (h) Accessory buildings which are in addition to a principal building on the lot, provided that there are no more than two accessory buildings per principal building on a lot.
- (i) Tourist rooming houses, subject to the requirements set forth in section 9.05.

(2) Conditional uses are:

(a) Home occupations, subject to the following:

- 1. The home occupation shall be conducted only by residents of the dwelling unit and shall be conducted entirely within the dwelling unit.
- 2. There shall be no outdoor storage or display of equipment, materials, or articles offered for sale.
- 3. There shall be no articles offered for sale on the premises except such as is directly produced by the home occupation.
- 4. There shall be no mechanical equipment used other than such as is permissible for purely domestic purposes.
- 5. There shall be no signage associated with the home occupation, except for one wall sign not to exceed four square feet and not illuminated.
- 6. A home occupation which meets the criteria listed in subsections 1 through 5, and, in addition, contains no signage, has no retail sales, and has no stock in trade kept or sold, and in which the clients do not generally visit the premises, shall be permitted and shall not require a permit.
- 7. Only vehicles of a type ordinarily used for conventional passenger transportation, i.e. passenger automobile or vans and pickup trucks not exceeding a payload capacity of one ton, shall be used in conjunction with a home occupation, except that not more than one commercial vehicle may be authorized by the city plan commission as part of the conditional use permit. The use of any public right-of-way for the parking or storage of any commercial vehicles or trailers associated with a home occupation is prohibited.

(b) Reserved.

(c) Public museums and libraries.

(d) Art galleries.

- (e) Public utilities.
- (f) Bed and breakfast establishments, provided the facilities are licensed by the department of health and social services.
- (g) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1092-0303, § 1, 3-18-03; Ord. No. 1099-0603, § 1, 6-17-03; Ord. No. 1144-0305, § 1, 3-15-05; Ord. No. 1315-0316, § 2, 3-1-16; Ord. No. 1386-0621, § 1, 6-15-21)

20.10 - Use regulations for R-2 district.

The R-2 district is intended to provide a pleasant, safe, and quiet neighborhood environment free from traffic hazards, incompatible land uses, or public annoyance for primarily single-family residential development, but at slightly higher density than the R-1 district.

(1) Permitted uses are:

- (a) All uses listed as permitted uses in the R-1 district.
- (b) Two-family dwellings on lots that are specifically designated for such dwellings at the time of platting. The designation of lots for two-family dwellings under this paragraph shall meet the following:
 - 1. The lot must be identified as intended for a two-family dwelling on the plat or certified survey map that created the lot.
 - 2. Such designation shall only be allowed if approved by the plan commission prior to the recording of the plat or certified survey map.
 - 3. The number of lots designated for two-family dwellings under this paragraph within any individual subdivision plat or certified survey map shall not exceed the greater of two lots or 25 percent of the total number of lots within the plat of certified survey map.
 - 4. These provisions apply to lots specifically designated for development of two-family dwellings. Other lots that meet the dimensional requirements for two-family dwellings may be developed as such, provided a conditional use permit is approved by the plan commission under section 20.10(2)(b).

(2) Conditional uses are:

- (a) All uses listed as conditional uses in the R-1 district.
- (b) Two-family dwellings.
- (c) Accessory dwelling units, subject to the following:
 - 1. Not more than one accessory dwelling unit shall be permitted on a lot.
 - 2. Accessory dwelling units shall be allowed only on a lot having at least 7,000 square feet.
 - 3. Accessory dwelling units shall not exceed 800 square feet in floor area and shall have a minimum floor area of 250 square feet.
 - 4. The property owner of record must reside in either the primary dwelling unit or the accessory dwelling unit as their permanent and legal address. A restrictive agreement shall be recorded to this effect.
 - 5. In addition to off-street parking spaces required for the primary dwelling unit, a minimum of one off-street parking space for an efficiency or one-bedroom accessory dwelling unit, or a minimum of two off-street parking spaces for a two or more bedroom accessory dwelling unit, shall be provided.
 - 6. Short-term rental restrictions.

- a. The accessory dwelling unit shall not be rented for periods of less than seven consecutive days.
 - b. If the accessory dwelling unit is rented for periods of more than six but fewer than 29 consecutive days, the total number of days within any consecutive 365-day period that the dwelling may be rented shall not exceed 180 days. The maximum 180 days shall run consecutively within each 365-day period. The owner of the accessory dwelling unit shall notify the city clerk in writing when the first rental within a 365-day period begins.
 - c. A restrictive agreement shall be recorded to this effect.
 - d. If the property owner of record resides in the accessory dwelling unit, then these short-term rental restrictions shall apply to the primary dwelling unit.
7. The accessory dwelling unit shall not be conveyed or separated in ownership from the primary dwelling unit.
 8. The accessory dwelling unit shall comply with the Sturgeon Bay Housing Code (chapter 22 of the Municipal Code) and with all pertinent building codes.
 9. Accessory dwelling units may be attached to or detached from the single-family residence.
 10. Attached accessory dwelling units shall comply with the following:
 - a. The accessory dwelling unit shall be clearly incidental to the principal dwelling unit and the building's exterior shall appear to be single-family.
 - b. If the accessory dwelling unit is created from a portion of the principal dwelling unit, the floor area of the principal dwelling unit shall not be reduced below the minimum floor area required for the zoning district in which it is located.
 - c. Location of entrances. Only one entrance may be located on the facade of the dwelling facing the street, unless the dwelling contained additional entrances before the accessory dwelling unit was created. An exception to this regulation is entrances that do not have access from the ground such as entrances from balconies or decks.
 - d. Exterior stairs. Fire escapes or exterior stairs for access to an upper level accessory dwelling shall not be located on the front of the primary dwelling unit.
 11. Detached accessory dwelling units shall comply with the following:
 - a. The accessory dwelling unit shall be subject to the requirements of section 20.29 Accessory building height and area regulations, except the minimum side and rear yards shall be ten feet for accessory buildings constructed after April 1, 2019.
 - b. The accessory dwelling unit shall comply with all building code regulation relating to dwellings.
 - c. Floor area. The floor area of accessory dwelling unit shall be exempted from the maximum floor area for accessory buildings on the lot.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1128-0804, § 2, 8-17-04; Ord. No. 1355-0219, § 2, 2-19-19; Ord. No. 1357-0419, § 1, 4-16-19)

20.11 - Use regulations for R-3 district.

The R-3 district is intended to provide a pleasant, suitable location primarily for two-family residences, or for a mixture of single-family, two-family, and three-unit or four-unit multiple-family residences.

(1) Permitted uses are:

- (a) Any use listed as a permitted use in the R-1 district.

(b) Two-family dwellings.

(2) Conditional uses are:

(a) All uses listed as conditional uses in the R-1 district.

(b) Multiple-family dwellings, provided there shall be no more than four dwelling units per building.

(c) Colleges and vocational schools.

(d) Accessory dwelling units, subject to the requirements set forth in section 20.10(2)(c).

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1355-0219, § 3, 2-19-19)

20.12 - Use regulations for R-4 district.

The R-4 district is intended to provide for higher density residential uses and compatible nonresidential uses.

(1) Permitted uses are:

(a) Any use listed as a permitted use in the R-1 district except single-family dwellings.

(b) Multiple-family dwellings up to eight units per lot, provided such dwellings comply with the following design requirements:

1. Any wall visible from a public street that exceeds 50 feet in length shall have a minimum of 20 percent of the length of the wall projecting or recessing at a minimum depth of 3 percent of the length of the wall and a change in the materials, texture, or a permanent architectural feature shall be provided.
2. All parking areas with more than 12 parking spaces shall have concrete rolled or barrier curbs defining the limits of the paved areas.
3. Detached garages shall be architecturally compatible with the residential building. They shall be designed and oriented to minimize the visual affect of the scale or massing of the garages. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berming, architectural features, building materials, and/or orientation.
4. Attached garages for multifamily developments shall be designed and oriented so that they do not dominate the front facade of the building to which they are attached. Attached garages shall not occupy more than 45 percent of the front facade of the building. Not more than six garage doors may appear on any multifamily building facade containing front doors, and the plane along such garage doors shall be broken by an offset of at least two feet if more than two garage doors are in a row.
5. All roofed surfaces shall have gutters and downspouts connected to an approved storm system.
6. Sidewalks not less than five feet in width shall be provided to all building entrances connecting the building to the required parking areas.
7. If a sidewalk exists along the public street(s) abutting the lot, then sidewalk(s) shall be provided connecting all the buildings to the public street.
8. If a driveway leading to the parking area is longer than 100 feet, trees shall be planted along at least one side of such driveway at a rate of at least one tree per 40 feet. All tree types shall be approved by the city forester.
9. Trash storage containers shall be enclosed with a six-foot high wall on three sides with a closable door. Trash enclosures shall be screened with landscaping, shall be located not less than six feet from any dwelling, and shall have a concrete pad and apron adequate to support collection vehicles.
10. Multiple-family dwelling developments greater than five acres in size shall include a continuous access

drive that connects to a public street at both ends.

11. All mechanical equipment, including roof mounted, shall be integrated into the design of the building to the extent possible or shall be enclosed or screened.
12. Any exterior lighting shall use cutoff type luminaries so as to reflect light away from adjacent parcels and public streets and away from the night sky.

(c) Charitable institutions, and clubs or lodges.

(d) Boardinghouses and lodging houses.

(e) Rest homes.

(2) Conditional uses are:

(a) Any use listed as a conditional use in the R-1 district.

(b) Hospitals.

(c) Medical and dental clinics.

(d) Professional offices.

(e) Parking lots.

(f) Colleges and vocational schools.

(g) Two-family dwellings.

(h) Single-family dwellings.

(i) Multiple-family dwellings greater than eight units per lot or which do not meet the design requirements under subsection (1)(b).

(j) Barber/beauty shops, provided such use shall be located on a parcel that abuts a collector or arterial street as shown in the Sturgeon Bay Comprehensive Plan.

(k) Commercial housing facilities.

(l) Accessory dwelling units, subject to the requirements set forth in section 20.10(2)(c).

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1065-0601, §§ 1, 2, 6-19-01; Ord. No. 1091-0303, § 1, 3-18-03; Ord. No. 1118-0104, § 2, 1-6-04; Ord. No. 1136-0105, §§ 1, 2, 1-18-05; Ord. No. 1355-0219, § 4, 2-19-19)

20.13 - Use regulations for R-M district.

The R-M district is intended to provide areas for manufactured home/mobile home courts as a development option.

(1) Permitted uses are:

(a) Manufactured homes or mobile homes in planned manufactured home/mobile home courts as provided in section 9.07 of this Municipal Code.

(b) Municipal buildings, except sewage treatment plants, garbage incinerators, warehouses, public garages, public shops or storage yards, penal or correctional institutions and asylums.

(c) Public parks, playgrounds, recreational and community center buildings and grounds.

(d) Telephone booths, exchanges and lines and transformer stations.

(e) Accessory uses customarily incidental and subordinate to any of the above uses provided that no such use generates traffic or noise that would create a public or private nuisance.

(f) Accessory buildings which are in addition to a principal building on the lot, provided that there are no more than two accessory buildings per principal building on a lot.

(2) Conditional uses are:

- (a) Home occupations, subject to the criteria listed in section 20.09(2)(a).
- (b) Reserved.
- (c) Public utilities.
- (d) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 2, 6-17-03; Ord. No. 1144-0305, § 2, 3-15-05)

20.14 - Use regulations for C-1 district.

The C-1 district is intended to provide commercial areas outside of the central business district. Permitted uses shall be general commercial uses as well as those commercial uses which are oriented to the highway user or which require greater space.

(1) Permitted uses are:

- (a) Any use listed as a permitted use in the R-1 district, except single-family dwellings.
- (b) Post offices.
- (c) Parking lots.
- (d) Banks.
- (e) Professional offices.
- (f) Medical, dental, and veterinarian clinics.
- (g) Hotels and motels and conference facilities.
- (h) Theaters, bowling alleys and other indoor places of amusement.
- (i) Restaurants and taverns.
- (j) Funeral homes.
- (k) Customer service establishments.
- (l) Bus depots.
- (m) General retail establishments.
- (n) Libraries, museums, and art galleries.
- (o) Tourist information centers.
- (p) Child day care facilities, provided the facility is licensed by the department of health and social services.
- (q) Gasoline service stations.
- (r) Automobile repair establishments.
- (s) Automobile, recreational vehicle, or farm implement sales lots.
- (t) Commercial storage facilities.
- (u) Lumber and building supply yards.
- (v) Charitable institutions, rest homes, and clubs or lodges.
- (w) Bed and breakfast establishments, provided the facility is licensed by the Wisconsin Department of Health and Social Services.
- (x) Boardinghouses and lodging houses.

(2) Conditional uses are:

- (a) Communication towers.
- (b) Colleges and vocational schools.
- (c) Public utilities.
- (d) Multiple-family dwellings.
- (e) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however, that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.
- (f) Hospitals.
- (g) Water related uses such as marinas, launch ramps, charter boating or fishing and ferry terminals.
- (h) Commercial establishments with drive-through facilities.
- (i) Public garages, shops or storage yards.
- (j) Outdoor recreation facilities such as golf courses, shooting ranges, and outdoor theaters.
- (k) Animal shelters and pounds.
- (l) Commercial housing facilities.
- (m) Residential use, when incorporated into a multiuse building and using not more than 50 percent of the available floor area.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 3, 6-17-03; Ord. No. 1118-0104, § 3, 1-6-04; Ord. No. 1144-0305, § 3, 3-15-05; Ord. No. 1207-0608, § 1, 6-17-08)

20.15 - Use regulations for C-2 district.

The C-2 district is intended for the central business district on both the east and west sides of the city. It is intended to provide development and redevelopment opportunities consistent with the historic development pattern of the areas. Targeted uses shall be those commercial uses which do not detract from this area because of noise, smoke, odors, or disruption of traffic patterns.

(1) Permitted uses are:

- (a) Any use listed as a permitted use in the C-1 district, except gasoline service stations; automobile repair establishments; automobile, recreational vehicle or farm implement sales lots; commercial storage facilities; and lumber and building supply yards.
- (b) Residential use, provided such use covers not more than 50 percent of the combined floor area of all principal buildings within the lot.

(2) Conditional uses are:

- (a) Communication towers.
- (b) Colleges and vocational schools.
- (c) Public utilities.
- (d) Multiple-family dwellings.
- (e) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however, that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.
- (f) Hospitals.
- (g) Water-related uses such as marinas, launch ramps, charter boating or fishing and ferry terminals.

- (h) Gasoline service stations.
- (i) Automobile repair establishments.
- (j) Automobile or recreational vehicle sales lots.
- (k) Commercial establishments with drive-through facilities.
- (l) Bed and breakfast establishments, provided the facility is licensed by the Wisconsin Department of Health and Social Services.
- (m) Commercial housing facilities.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 4, 6-17-03; Ord. No. 1118-0104, § 4, 1-6-04; Ord. No. 1144-0305, § 4, 3-15-05; Ord. No. 1277-0612, § 1, 6-19-12)

20.16 - Use regulations for C-3 district.

The C-3 district is intended to provide limited areas within the commercial area of the city for light manufacturing and warehousing activities. It is particularly intended for areas with existing large vacant or underutilized buildings that can be adaptively reused for such activities. It is not intended that this district be designated for areas where the character of the neighborhood would be threatened because of light manufacturing activities.

- (1) Permitted uses are all uses listed as a permitted use in the C-1 district.
- (2) Conditional uses are:
 - (a) Any use listed as a conditional use in the C-1 district.
 - (b) Light manufacturing/high technology manufacturing, general warehousing, or wholesale distribution activities, subject to the following:
 - 1. Such uses shall be entirely contained inside the building used for such activity.
 - 2. There shall be no outside storage of any raw material, finished product, or waste material other than in a dumpster receptacle that is routinely used and regularly serviced in the normal course of business.
 - 3. There shall be no prolonged noise above 85 decibels at any point further than 100 feet from any part of the building.
 - 4. There shall be no release of smoke, fumes, or odors that may create a public or private nuisance, nor shall there be other activity conducted on the premises that may constitute a public or private nuisance.
 - 5. The use shall be specifically limited to the particular manufacturing and/or storage activity indicated in the petition to the board of appeals and may not be changed to a different activity.
 - 6. In the event that a particular activity approved by the zoning board of appeals is discontinued for any reason, voluntary or involuntary, with no immediate intent to resume, the conditional use permit shall also be deemed automatically terminated with no further notice or hearing.
 - 7. In the event that there is an existing building with an existing fire protection system installed at the time of the approval of the conditional use permit, that fire protection system must remain intact and must be maintained in an operating condition at all times, unless a special exemption is approved by the fire chief.
 - 8. New building projects that involve new exterior building walls, fences, signs, or other exterior improvements requiring a building or sign permit shall be subject to the development standards and procedures prescribed in section 20.32 of this chapter.
 - 9. The zoning board of appeals may also require other conditions regulating the handling, storage, and disposal of chemicals and hazardous materials.

(Ord. No. 961-1195, § 3, 11-7-95)

20.17 - Use regulations for C-4 district.

The C-4 district is intended to provide limited areas within the commercial area of the city for office and business park development. The uses permitted are those uses which are compatible with office park development.

(1) Permitted uses are:

- (a) Corporate and professional offices.
- (b) Medical and dental clinics.
- (c) Banks.
- (d) Tourist information centers.
- (e) Charitable institutions, and clubs or lodges.
- (f) Municipal buildings, except sewage treatment plants, garbage incinerators, warehouses, public garages, public shops or storage yards, penal or correctional institutions and asylums.
- (g) Public parks and playgrounds.
- (h) Telephone booths, exchanges and lines.
- (i) Parking lots.
- (j) Accessory uses customarily incidental and subordinate to a permitted use on the lot.

(2) Conditional uses are:

- (a) Communication towers.
- (b) Colleges and vocational schools.
- (c) Public utilities.
- (d) Hospitals.
- (e) Post offices.
- (f) Child day care facilities, provided the facility is licensed by the department of health and social services.
- (g) Establishments with drive-through facilities.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 5, 6-17-03)

20.175 - Use regulations for C-5 district.

The C-5 district is intended for areas of the city where residential properties are converting to commercial uses or vice versa, especially areas where it is desired to maintain the existing buildings or architectural character of the neighborhood. It is also intended for areas of the city where a continued mixture of residential and commercial uses are desirable. The uses permitted are those uses which are generally compatible in areas with a combination of both residential and commercial properties.

(1) *Permitted uses are:*

- (a) Single-family dwellings established within an existing building, including repairs/reconstruction of such dwellings and additions up to 50 percent of the original floor area.
- (b) Two-family dwellings established within an existing building, including repairs/reconstruction of such dwellings and additions up to 50 percent of the original floor area.
- (c) Buildings containing a mixture of residential uses and commercial uses including home occupation. There shall be no maximum floor area restrictions between the uses. Home occupations shall not be limited to the

standards outlined in section 20.09(2)(a)(1—7).

- (d) Any use listed as a permitted use in the C-2 district, except bus depots and those uses listed separately as conditional uses under subsection (2). Such uses shall only occupy an existing building or occupy a new building with a building footprint not exceeding 3,000 square feet.

(2) *Conditional uses are:*

- (a) New single-family dwellings.
- (b) New two-family dwellings.
- (c) Additions to existing dwellings that exceed 50 percent of the original floor area.
- (d) Multiple-family dwellings.
- (e) Uses listed under subsection (1)(c) that are located within a new building with a building footprint that is 3,000 square feet or larger.
- (f) Restaurants and taverns.
- (g) Hotels and motels.
- (h) Parking lots.
- (i) Rest homes.
- (j) Community living arrangements, except as regulated in § 62.23(7)(i), Wis. Stats., and provided, however that the 2,500-foot distance described in § 62.23(7)(i)2r.a., Wis. Stats., shall not apply.
- (k) Public utilities.
- (l) Massage parlors.
- (m) Liquor stores.
- (n) Payday lending institutions.
- (o) Pawn shops.
- (p) Accessory dwelling units, subject to the requirements set forth in section 20.10(2)(c).

(Ord. No. 1174-0906, § 2, 9-20-06; Ord. No. 1355-0219, § 5, 2-19-19; Ord. No. 1379-1220, § 1, 12-15-20)

20.18 - Use regulations for I-1 district.

The I-1 district is intended to provide space for industrial and manufacturing uses at appropriate locations in the city. Such property shall be occupied and used only for those uses that would not generate noise, smoke, odor, vibration, air, water or other environmental pollution that would create a public or private nuisance.

(1) Permitted uses are:

- (a) Facilities for manufacturing and production, processing, fabrication, packaging and assembly of goods, provided that all manufacturing production activity occurs inside buildings, except for the occasional assembly, testing or shipping of components or products too large to fit in buildings.
- (b) General warehousing or wholesale distribution activities.
- (c) Offices directly related to a principal permitted use of the property.
- (d) Corporate/regional headquarters or administration offices of at least 10,000 square feet.
- (e) Outdoor storage areas for the storage of materials, supplies, finished or semi-finished products, equipment, or refuse containers provided that such storage areas shall not exceed 200 percent of the building footprints of the principal structures on the site.

- (f) Construction of watercraft under 50 feet in length.
 - (g) Laboratories, research and testing facilities.
 - (h) Laundries, not including self-service.
 - (i) Printing or publishing.
 - (j) Public utilities.
 - (k) Child day care facilities, provided the facility is licensed by the department of health and social services.
 - (l) Incidental retail sales outlets for products produced on the premises.
 - (m) Parking lots.
 - (n) Accessory uses customarily incidental and subordinate to another permitted use.
 - (o) Trade and construction contractors establishments, provided outdoor storage areas shall not exceed 200 percent of the building footprints of the principal buildings on the site.
 - (p) Mail order distribution centers.
 - (q) Radio and television stations.
 - (r) Trade and vocational schools.
 - (s) Business incubators operated by the Door County Economic Development Corporation or other nonprofit organization approved by the City of Sturgeon Bay.
 - (t) Not for profit vocational rehabilitation programs.
- (2) Conditional uses are:
- (a) Charter fishing boat service.
 - (b) Commercial fishing facilities.
 - (c) Industrial uses not specifically permitted nor specifically prohibited.
 - (d) Communication towers.
 - (e) Commercial housing facilities.
 - (f) Retail establishments, subject to the following requirements:
 - 1. The retail establishment shall be located within a building that contains at least 4,000 square feet of floor area.
 - 2. The retail establishment shall be located within 600 feet of the right-of-way of State Highway 42/57.
 - 3. The retail use shall be limited to appliance dealers, carpet and floor covering dealers, electrical showrooms and shops, furniture stores, lawn and garden equipment and supply stores, lighting showrooms and shops, lumber and building materials sales centers, paint stores, plumbing showrooms and shops, stationary and office equipment/supply stores, retail sales associated with not for profit vocational rehabilitation programs, boat sales/showrooms, and similar types of retail that support the building and manufacturing industries.
 - (g) Banks and other financial institutions.
 - (h) Travel agencies.
 - (i) Health clubs.
 - (j) Quick-printing/copy shops.
 - (k) Indoor boat storage and repair facilities.
- (3) Prohibited uses are:

- (a) Rendering of fats or oils.
- (b) Automobile wrecking and junkyards.
- (c) Petroleum refineries and storage yards.
- (d) Manufacturing of acids, explosives, fertilizers or glue.
- (e) Stockyards or slaughterhouses.
- (f) Garbage or other refuse disposal.
- (g) Smelting of iron, tin, or other ores.
- (h) Residential and commercial uses, except as specifically listed under subsections (1) or (2).
- (i) Uses similar in nature or impact to the prohibited uses specifically listed.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 7, 6-17-03; Ord. No. 1118-0104, § 5, 1-6-04; Ord. No. 1143-0305, §§ 1—4, 3-15-05; Ord. No. 1165-0506, § 1, 5-16-06; Ord. No. 1172-0906, § 1, 9-5-06)

20.19 - Use regulations for I-1A district.

The I-1A district is intended to provide space for the same industrial and manufacturing uses permitted in the I-1 district, but subject to the additional development standards contained in section 20.32 of this chapter. This district provides property owners additional protection by requiring specific landscape and building design criteria for new development. It is intended primarily for the Sturgeon Bay Industrial Park.

- (1) Permitted, conditional, and prohibited uses shall be the same as those listed for the I-1 district, but shall be subject to the development standards contained in section 20.32. Appeals to the limitation on outdoor storage shall be to the development review team.

(Ord. No. 961-1195, § 3, 11-7-95)

20.20 - Use regulations for I-2 district.

This district reserves land for all uses permitted in the I-1 district plus certain businesses that require the use of unlimited outdoor storage and production yards and involve the use of heavy outdoor equipment and machinery.

- (1) Permitted uses are:
 - (a) All uses listed as permitted uses in the I-1 district.
 - (b) Asphalt, sand and gravel operations.
 - (c) Concrete batch plants.
 - (d) Ship building.
 - (e) Unlimited outdoor storage and production yards.
 - (f) Truck terminals and freight transfer facilities.
 - (g) Sawmills/planing mills.
 - (h) Feed/grain mills.
 - (i) Salvage and recycling facilities.
 - (j) Trade and construction contractors establishments and material and equipment sales.
 - (k) Accessory uses customarily incidental to another permitted use.
- (2) Conditional uses shall be all uses listed as conditional uses in the I-1 district.

(3) Prohibited uses shall be all uses listed as prohibited uses in the I-1 district.

(Ord. No. 961-1195, § 3, 11-7-95)

20.21 - Use regulations for I-2A district.

The I-2A district is intended to provide space for the same industrial and manufacturing uses permitted in the I-2 district, but subject to the additional development standards contained in section 20.32 of this chapter. This district provides property owners additional protection by requiring specific landscape and building design criteria for new development. It is intended primarily for the Sturgeon Bay Industrial Park.

(1) Permitted, conditional, and prohibited uses shall be the same as those listed for the I-2 district, but shall be subject to the development standards contained in section 20.32.

(Ord. No. 961-1195, § 3, 11-7-95)

20.22 - Use regulations for A district.

The agricultural district is established to help conserve good farming areas and prevent uncontrolled, uneconomical spread of residential or commercial development, in accordance with the Sturgeon Bay comprehensive plan, since it results in excessive costs to the community for provision of essential public improvements and services (sewer and water lines, etc.).

(1) Permitted uses are:

- (a) Farming, provided that buildings housing farm animals, barnyards, and feed lots are located at least 100 feet from a residential district and at least 100 feet from any waterway and located such that manure will not drain into any waterway.
- (b) Single-family dwellings.
- (c) Churches and religious institutions.
- (d) Schools.
- (e) Telephone booths, exchanges, and lines and transformer stations.
- (f) Municipal buildings.
- (g) Public parks and playgrounds.
- (h) Roadside stands for the sale of in-season farm products produced on the premises.
- (i) Accessory uses and buildings customarily incidental and subordinate to a principal use on the lot.
- (j) County fairgrounds and related facilities.
- (k) Tourist rooming houses, subject to the requirements set forth in section 9.05.

(2) Conditional uses are:

- (a) Airports, including terminal facilities and necessary concessions.
- (b) Two-family dwellings.
- (c) Outdoor amusement and recreation facilities such as golf courses, driving ranges and outdoor theaters.
- (d) Communication towers.
- (e) Public utilities.
- (f) Solid waste facilities.
- (g) Travel trailer parks.
- (h) Home occupations, subject to the criteria listed in section 20.09(2)(a).

- (i) Bed and breakfast establishments, provided the facility is licensed by the Wisconsin Department of Health and Social Services.
- (j) Sand and gravel operations.
- (k) Kennels.
- (l) Indoor ice arenas.
- (m) Accessory dwelling units, subject to the requirements set forth in section 20.10(2)(c).

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1099-0603, § 6, 6-17-03; Ord. No. 1122-0204, § 1, 2-17-04; Ord. No. 1315-0316, § 3, 3-1-16; Ord. No. 1355-0219, § 6, 2-19-19; Ord. No. 1386-0621, § 2, 6-15-21)

20.23 - Use regulations for CON district.

The conservancy district is intended to provide parkland and open space, to preserve the natural state of scenic areas, to provide natural areas and buffer strips and to discourage intensive development of marginal lands so as to prevent potential hazards to public and private property.

- (1) Permitted uses are:
 - (a) Bicycle or hiking trails.
 - (b) Parks or picnic areas.
 - (c) Accessory uses customarily incidental and subordinate to a principal use.
 - (d) Public buildings and educational facilities.
- (2) Conditional uses are:
 - (a) Water pumping or water storage facilities.
 - (b) Golf courses.
 - (c) Offices and educational facilities for nonprofit conservation-related organizations.

(Ord. No. 961-1195, § 3, 11-7-95; Ord. No. 1101-0603, § 1, 6-17-03)

Resolution
Wisconsin Ready for Reuse Loan and Grant Program

Resolution of the City of Sturgeon Bay Common Council

A RESOLUTION authorizing the submittal of a loan application for the West Waterfront Redevelopment property (formerly known as Parcels 92 and 100) located along the north side of E. Maple Street by the City Administrator and the subsequent appropriation of City of Sturgeon Bay and Sturgeon Bay Historical Society funds for a Wisconsin Ready for Reuse Loan.

WHEREAS, the City of Sturgeon Bay recognizes that the remediation and redevelopment of brownfields is an important part of protecting Wisconsin's resources; and

WHEREAS, the planned parking and recreation improvements by the City of Sturgeon Bay and the planned renovation of the Teweles & Brandeis Grain Elevator by the Sturgeon Bay Historical Society Foundation, both located within the West Waterfront Redevelopment property, involve the remediation and reuse of a documented brownfield site; and

WHEREAS, in this action the Common Council has declared its intent to complete the Ready for Reuse Loan activities described in the application if awarded funds; and

WHEREAS, the City of Sturgeon Bay as owner and Sturgeon Bay Historical Society Foundation as lessee will maintain records documenting all expenditures made during the Ready for Reuse Loan period; and

WHEREAS, the City of Sturgeon Bay as owner and Sturgeon Bay Historical Society Foundation as lessee will allow employees from the Department of Natural Resources access to inspect the subject site or facility and loan records; and

WHEREAS, the City of Sturgeon Bay will submit a final report to the Department which will accompany the final payment request.

IT IS, THEREFORE RESOLVED THAT:

The Sturgeon Bay Common Council requests funds and assistance available from the Wisconsin Department of Natural Resources under the Ready for Reuse Program and will comply with state rules for the program; and

HEREBY AUTHORIZES the City Administrator to act on the behalf of the City of Sturgeon Bay to: submit an application to the State of Wisconsin for financial aid for Ready for Reuse Loan purposes, sign documents, and take necessary action to undertake, direct, and complete approved loan activities.

Adopted this ____ day of _____, 2021 by a vote of: ____ in favor, ____ opposed, and ____ abstain.

BY: _____, Stephanie Reinhardt, City Clerk

EXECUTIVE SUMMARY

Title: Resolution authorizing the submittal of a Ready for Reuse brownfield loan application

Background: Approximately a month ago the Common Council approved a resolution authorizing the City to submit a grant application for the Ready for Reuse grant program is operated by the Wisconsin DNR. The program provides grants and loans to local governments and nonprofits to help clean up environmental contamination at brownfields. The West Waterfront Redevelopment is an active brownfield under the DNR's jurisdiction. In order to close the brownfield site, the approved remediation plan requires various actions, including removal of disturbed contaminated soils, methane collection and/or mitigation, capping redevelopment sites with clean fill or impervious surfaces, and monitoring of groundwater. These activities are eligible for funding under the Ready for Reuse program. The Sturgeon Bay Historical Society Foundation wants to obtain Ready for Ready funds for the environmental related aspects of their grain elevator renovation project, but the application needs to come from the property owner. It is unclear if a lessee is eligible.

The application requesting a total of \$151,995 in grant funds was submitted. Of this amount \$93,650 was for grain elevator related remediation activities and \$58,345 for activities related to the City's parking lot project. But the DNR has informed staff that grant funds are not available at this time. There still is a possibility of obtaining a loan. Such loans can be as low as 0% interest rate and flexible repayment terms. Thus, there still is a financial benefit to obtaining a loan. The environmental consultant for the Foundation indicated that there is a chance a loan could be forgiven at some point.

Hence, the proposal is to resubmit the application, but as a loan request. If the DNR approves a favorable loan package, the City and the Foundation can elect to accept the loan. The parties can reject the financial package if they do not believe there is enough benefit.

A revised resolution has been prepared that changes the grant application authorization to a loan application authorization. Since the grant application had already been completed by staff, it should be relatively easy to resubmit the loan application

Fiscal Impact: To apply for the Ready for Reuse grant, there are no expenses other than limited staff time. Any loan funds that are awarded would reduce the financial liability of the Foundation and City for their portions of the project, respectively. It is unknown what the specifics terms will be at this time.

Recommendation: Approve the resolution authorizing the submission of the Ready for Reuse loan application.

Prepared by: Martin Olejniczak
Martin Olejniczak, Community Devel. Director

Date: Dec 3, 2021

Reviewed by: _____
Josh Van Lieshout, City Administrator

Date: _____