



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, JULY 15, 2025
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. Proclamation re: 235th Birthday of the United States Coast Guard.
6. Proclamation re: Commander Brett Belanger Day.
7. Public Comment on agenda items only.
8. Consideration of the following bills: General Fund – \$295,071.19, Capital Fund - \$201,463.05, Cable TV - \$36.76, TID #6 - \$14,900.00, TID #8 - \$2,250.00, Solid Waste Enterprise Fund - \$585.72 and Compost Site Enterprise Fund - \$550.91 for a grand total of \$514,857.63. [roll call]

9. **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 7/1/25 regular Common Council minutes.

*b. Place the following minutes on file:

- (1) City Plan Commission – 6/18/25
- (2) Aesthetic Design & Site Plan Review Board – 6/23/25
- (3) Finance/Purchasing & Building Committee – 6/24/25

c. Place the following reports on file:

- (1) Fire Department Report - June 2025
- (2) Police Department Report – June 2025

*d. Consideration of: Approval of Beverage Operator Licenses.

*e. Consideration of: Approval of Temporary Class B Beer licenses.

- *f. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine licenses.
 - *g. Consideration of: Approval of Sidewalk Café Permit Application for Starboard Brewing Co.
 - *h. Consideration of: Approval of Sidewalk Café Permit Application for Elmo's Pizza.
 - *i. Finance/Purchasing & Building Committee recommendation re: Commit to \$75,000 for Sawyer Schools Playground Equipment Project.
10. Mayoral Appointments.
 11. Consideration of: Temporary Class B Beer license for Ahnapee Legion Baseball Trailblazers for July 25-27, 2025.
 12. Public Hearing in the Matter of Discontinuance of an Unimproved Street in the City of Sturgeon Bay for a portion of South Grant Avenue & Stormwater Easement.
 13. Resolution to Discontinue (Vacate) Portion of S. Grant Avenue and Stormwater Easement.
 14. Second reading of ordinance re: Amendments to the Zoning Code, Chapter 20, related to dimensional standards for zero lot line duplexes and minimum rear yard setbacks and exceptions to rear yard setback requirements in the C-2 zoning district.
 15. Second reading of ordinance re: Amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5) for parcel #281-46-65011200, located at 22 East Pine Street.
 16. Second reading of ordinance re: Create a Planned Unit Development zoning classification for Parcel #281-62-15000104A, #281-62-15000111A, and future parcel #281-62-15000104C located on the southeastern intersection of Egg Harbor Road and N. 12th Avenue.
 17. Consideration of: Confirmation of Completion of Obligations of the Development Agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society Foundation, Inc.
 18. Convene in closed session in accordance with the following exemption:

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)

Consideration of: South Duluth Avenue Improvement Project, Temporary and Permanent Limited Easement Acquisitions, Fee Property.

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 Council may adjourn in closed session.
 19. City Administrator report.
 20. Mayor's report.
 21. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 7-10-2025
Time: 4:00 pm
By: [Signature]

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.



Proclamation

WHEREAS, on August 4th, 1790, Congress created the Revenue Cutter Service, the country's first maritime defense force, to enforce federal tariff and trade laws and prevent smuggling; and

WHEREAS, in 1915, additional congressional action merged the Revenue Cutter Service with the United States Life-Saving Service, thus forming the modern United States Coast Guard, a military branch of the nation's armed forces; and

WHEREAS, in 1939, the United States Lighthouse Service was folded into the Coast Guard, and in 1946, the Commerce Department's Bureau of Marine Inspection and Navigation was added; and

WHEREAS, in the wake of the terror attacks on September 11th, 2001, the United States Coast Guard was transferred to the Department of Homeland Security to serve as our nation's frontline agency supporting national security in the areas of maritime law enforcement, safety and security of ports and anchorages, marine inspection and licensing, saving lives through search and rescue operations on the water, and protection of marine environment; and,

WHEREAS, the City of Sturgeon Bay is home to U.S. Coast Guard Station Sturgeon Bay, U.S. Coast Guard Cutter Mobile Bay, U.S. Coast Guard Marine Safety Unit Sturgeon Bay, and the supporting all-volunteer Coast Guard Auxiliary Sturgeon Bay, which cover an area of responsibility that includes the entire 118-mile-long bay of Green Bay, answering calls for search and rescue assistance, boating safety law education and enforcement, ice rescue operations, icebreaking, and protection of infrastructure critical to the maritime environment of this region;

WHEREAS, serving with honor, respect, and devotion to duty, the United States Coast Guard is a singular military presence in the local, regional, national, and global communities, and today, we recognize those who serve and sacrifice to keep our country safe;

NOW, THEREFORE, I, David J. Ward, Mayor of the City of Sturgeon Bay, Wisconsin, do hereby recognize August 4th, 2025, as the **235th BIRTHDAY OF THE UNITED STATES COAST GUARD**, and I call this observance to the attention of the citizens of our proud Coast Guard City.

David J. Ward, Mayor



Proclamation

WHEREAS, the United States Coast Guard is a military, multimission maritime service within the Department of Homeland Security, whose role is to protect the public, the environment, and U.S. economic and security interests in any maritime region in which those interests may be at risk; and

WHEREAS, the City of Sturgeon Bay, Wisconsin is recognized as Wisconsin's only official Coast Guard City, and is the proud "home" to three Coast Guard commands, Marine Safety Unit Sturgeon Bay, the CUTTER MOBILE BAY, and Station Sturgeon Bay, all of which share a common dedication to public service; and

WHEREAS, Marine Safety Unit Sturgeon Bay oversees vessel, facility, and port safety and security, and pollution response activities in an area of responsibility that exceeds 300 miles of coastline and 22 thousand square miles of land mass spanning two states; and

WHEREAS, the United States Coast Guard has placed special trust and confidence in Commander Brett Belanger, the Plank Owner Commanding Officer of the Marine Safety Unit; and

WHEREAS, Commander Brett Belanger ensured that his unit was operationally ready to perform all assigned duties and made a lasting impact on his unit and within our community through his hard work and dedication;

NOW, THEREFORE, I, David J. Ward, Mayor of the City of Sturgeon Bay, Wisconsin, in recognition of and appreciation for his dedicated service to the residents of and visitors to the City of Sturgeon Bay, do hereby proclaim the 25th day of July, 2025, to be

Commander Brett Belanger Day

in the City of Sturgeon Bay, Wisconsin. I call this observance to the attention of the citizens of our proud Coast Guard City.

David J. Ward
Mayor

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	
GENERAL FUND					
LAW/LEGAL					
16555	PINKERT LAW FIRM, LLP	05/25 TRAFFIC MATTERS	01-110-000-55010	2,675.00	
				TOTAL	2,675.00
				TOTAL LAW/LEGAL	2,675.00
CITY CLERK-TREASURER					
03330	VALERIE CLARIZIO	GFOA CONFERENCE-WASHINGTON DC	01-115-000-55600	1,258.42	
				TOTAL	1,258.42
				TOTAL CITY CLERK-TREASURER	1,258.42
CITY ASSESSOR					
ASSO APP	ASSOCIATED APPRAISALS	07/25 CONTRACT	01-130-000-55010	4,875.00	
ASSO APP		2025 REVALUTATION PROGRAM	01-130-000-55010	27,312.50	
ASSO APP		POSTAGE REVALUTATION PROGRAM	01-130-000-55010	6.90	
				TOTAL	32,194.40
				TOTAL CITY ASSESSOR	32,194.40
PUBLIC WORKS ADMINISTRATION					
KACZMARE	JUSTIN KACZMAREK	TUITION REIMB./AUTOCAD/KACRMRK	01-150-000-55600	168.85	
KACZMARE		TUITION REIMB./CIVIL 3D/KCRMRK	01-150-000-55600	168.85	
				TOTAL	337.70
				TOTAL PUBLIC WORKS ADMINISTRATION	337.70
CITY HALL					
03159	SPECTRUM ENTERPRISES-	06/25 FIRE CABLE SERVICE	01-160-000-58999	265.78	
04575	DOOR COUNTY HARDWARE	INSECT KILLER/ROLLER COVERS	01-160-000-55300	24.98	
08280	HILL BUILDING MAINTENANCE INC	PRKING GARAGE WINDOW CLNING	01-160-000-58999	300.00	
19275	SHERWIN WILLIAMS	OFFICE PAINT	01-160-000-55300	34.73	
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	4,263.58	
19880			01-160-000-58650	697.05	
				TOTAL	5,586.12
				TOTAL CITY HALL	5,586.12
GENERAL EXPENDITURES					
CEDARCO	CEDAR CORPORATION	STORM WTR UTILITY	01-199-000-57000	8,750.00	
PUBLIC	PUBLIC SAFETY CENTER, INC	PROF SVC-CDD RECRUITMENT	01-199-000-57000	4,617.00	
				TOTAL	13,367.00

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
GENERAL EXPENDITURES				
TOTAL GENERAL EXPENDITURES				13,367.00
POLICE DEPARTMENT				
BUBRICKS	COMPLETE OFFICE, INC	MISC OFFICE SUPPLIES	01-200-000-51950	124.15
METRO	METRO SALES INC	RICOH COPIER CONTRACT	01-200-000-51600	37.00
METRO		COLOR COPIES	01-200-000-51600	59.57
US BANK	US BANK EQUIPMENT FINANCE	COPIER CONTRACT-POLICE	01-200-000-55650	198.25
TOTAL				418.97
TOTAL POLICE DEPARTMENT				418.97
POLICE DEPARTMENT/PATROL				
04545	DOOR COUNTY COOPERATIVE/NAPA	MOTOR OIL	01-215-000-58600	180.00
04545		BATTERY	01-215-000-58600	143.48
14877	NWTC-BOOKSTORE	FLD OFFCR TRNING REG/ANNOYE	01-215-000-55600	349.00
19880	STURGEON BAY UTILITIES	747 N 3RD AVE SUNSET PK BT	01-215-000-56150	17.41
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	16.03
19880		724 SHORECREST RD CAMERA	01-215-000-56150	16.15
ASCENT	ASCENT CONSULTING, LLC	POLICE DEPT WELLNESS SESSIONS	01-215-000-58999	2,350.00
ATTMOBIL	AT&T MOBILITY	CELLPHONES-POLICE	01-215-000-58250	1,452.32
HENRY	CLINT HENRY	REIM BILODEAU RETIREMENT	01-215-000-54999	31.98
JENNERJO	DEREK JENNERJOHN	FIREARM INSTRCT EXP/JENNERJOHN	01-215-000-55600	102.70
JENNERJO		FIREARM INSTRCT EXP/JENNERJOHN	01-215-000-55600	94.19
JENNERJO		SRO CONF EXP/JENNERJOHN	01-215-000-55600	84.93
KEVINS	KEVIN'S AUTOMOTIVE, LLC	VEHICLE MAINTENANCE	01-215-000-58600	106.00
KIESLERS	KIESLER'S POLICE SUPPLY, INC.	GUN/SIGHT/HOLSTER	01-215-000-51050	465.58
NELSON	NELSON & ASSOCIATES LLC	5 DUTY GOVE POUCHES	01-215-000-52900	130.00
NELSON		30 KNIT CAPS	01-215-000-52900	600.00
NELSON		UNIFORM-OFFCR REYNOLDS	01-215-000-52900	669.95
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	WIPER FLUID/LIC PLATE BULB	01-215-000-58600	48.95
PSYCHOLO	PSYCHOLOGIE CLINIQUE S.C	CLINICAL PSYCH EVAL-REYNOLDS	01-215-000-57100	650.00
SWIT	SWITS	INTERPRETER FEES	01-215-000-58999	639.50
WAUKESHA	WAUKESHA COUNTY TECH COLLEGE	WI STATE CRIME LAB/SNOVER	01-215-000-55600	157.85
WIEGANDM	MICHELLE SNOVER	REIM GUN HOLSTER	01-215-000-52900	57.67
TOTAL				8,363.69
TOTAL POLICE DEPARTMENT/PATROL				8,363.69
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	JUNE 2025 CONTRACT FEE	01-225-000-57950	105.00
GLOBALRE	GLOBAL RECOGNITION, INC	BILODEAU RETIREMENT-FRAMED REC	01-225-000-57950	230.00
TOTAL				335.00
TOTAL POLICE DEPT. / INVESTIGATIONS				335.00

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
FIRE DEPARTMENT				
FIRE DEPARTMENT				
04575	DOOR COUNTY HARDWARE	GARAGE DOOR REMOTE	01-250-000-54999	46.99
13850	MUELLER TOWING AND REPAIR	CHECK/REPAIR E707 AC	01-250-000-53000	264.49
16570	PIONEER FIRE COMPANY	DUTY CLOTHING	01-250-000-52900	171.00
16570		NEW HIRE DUTY CLOTHING	01-250-000-52950	202.00
18448	RENNERTS FIRE EQUIP SER INC	AIR VALVE/T712	01-250-000-53000	84.34
19880	STURGEON BAY UTILITIES	207 S 3RD AVE MARTIN PARK	01-250-000-56675	9.00
19880		421 MICHIGAN ST	01-250-000-56675	189.00
19880		421 MICHIGAN ST TRUCK FILL	01-250-000-56675	220.80
19880		307 S 14TH AVE MEM FLD WARMG H	01-250-000-56675	71.00
19880		835 N 14TH AVE CITY GARAGE	01-250-000-56675	71.00
19880		435 N 7TH PL GARLAND PARK	01-250-000-56675	9.00
19880		747 N 3RD AVE SUNSET CONSN	01-250-000-56675	71.00
19880		747 N 3RD AVE FRANK GRASSE MEM	01-250-000-56675	22.00
19880		225 W JUNIPER ST OTUMBA PARK	01-250-000-56675	9.00
19880		37 W REDWOOD WEST SIDE	01-250-000-56675	9.00
19880		230 E VINE ST WEST SIDE FIRE S	01-250-000-56675	71.00
19880		230 E VINE ST WEST SIDE FIRE S	01-250-000-56150	138.72
19880		230 E VINE ST WEST SIDE FIRE S	01-250-000-58650	174.59
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	9.00
19880		38 S NEENAH AVE RESTROOM-FISH	01-250-000-56675	45.00
19880		37 W REDWOOD WEST SIDE	01-250-000-56675	45.00
19880		307 S 14TH AVE GIRLS LITTLE LE	01-250-000-56675	71.00
19880		1531 DIVISION RD SBFD TRAINING	01-250-000-56675	9.00
19880		1531 DIVISION RD SBFD TRAINING	01-250-000-56150	53.14
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	22.00
19880		92 E MAPLE ST DOCK	01-250-000-56675	9.00
19880		107 N 1ST AVE MARINA RESTROOM	01-250-000-56675	71.00
19880		122 KENTUCKY ST CITY PKG RAMP	01-250-000-56675	9.00
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	71.00
19880		835 N 14TH AVE SIGN SHED	01-250-000-56675	9.00
19880		919 S LANSING CHERRY BLOSSOM	01-250-000-56675	22.00
19880		75 VACANT LOTS QTRLY BILL	01-250-000-56675	2,025.00
CRITICAL	CRITICAL RESPONSE GROUP, INC	MAPPING FOR IAP EVENTS	01-250-000-56000	400.00
FIRE SRV	FIRE SERVICE, INC.	2.5" GAUGE/#724	01-250-000-53000	101.14
GARAGE	GARAGE DOOR SERVICES OF DC	REPLACE 2 TORSION SPRNGS	01-250-000-56250	1,050.00
KWIKTRIP	KWIK TRIP INC	FUEL-FIRE DEPT	01-250-000-51650	2,120.53
NWTC	NWTC	EMR TRNG-VILLALPANDO	01-250-000-55600	346.50
PENPEST	PENINSULA PEST SOLUTIONS	WASP/BEE TREATMENT	01-250-000-51405	150.00
UL LLC	UL LLC	LADDER TESTING	01-250-000-56250	4,833.00
WARNER	WARNER-WEXEL LLC	5 GAL DISH SOAP	01-250-000-54999	123.66
TOTAL FIRE DEPARTMENT				13,428.90
TOTAL FIRE DEPARTMENT				13,428.90
STORM SEWERS				
GATTENOR	GAT TENOR	EXPANSION JOINT	01-300-000-54999	150.68
GATTENOR		CONCRETE PLACER	01-300-000-54999	152.26
TOTAL				302.94
TOTAL STORM SEWERS				302.94

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
STREET SWEEPING				
MACQUEEN	MACQUEEN EQUIPMENT, LLC	CONVEYOR CHAIN/SWEEPER	01-330-000-51400	78.00
MACQUEEN		SHIPPING	01-330-000-51400	19.81
RIESTER	RIESTERER & SCHNELL INC.	OIL FILTER & SEAL/SWEEPER	01-330-000-51400	106.54
TOTAL				204.35
TOTAL STREET SWEEPING				204.35
ROADWAYS/STREETS				
04545	DOOR COUNTY COOPERATIVE/NAPA	SEEDING MULCH-OAK ST RD REPAIR	01-400-000-54999	33.98
14825	NORTHEAST ASPHALT INC	11.09 TONS ASPHALT	01-400-000-52200	806.80
14825		4 TONS OF ASPHALT	01-400-000-52200	602.00
TOTAL				1,442.78
TOTAL ROADWAYS/STREETS				1,442.78
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	FUEL HOSE	01-420-000-52100	19.53
TOTAL				19.53
TOTAL STREET SIGNS AND MARKINGS				19.53
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	FILTER	01-450-000-53000	16.64
04545		SWAY BAR LINK/M14	01-450-000-53000	63.84
04545		4 CYCLE OIL	01-450-000-53000	20.24
04575	DOOR COUNTY HARDWARE	FASTENERS/BOLT EYE W/NUT	01-450-000-53000	16.34
04603	HALRON LUBRICANTS INC	USED OIL FILTER PICKUP/DISPOS	01-450-000-58999	70.00
11545	MAPLE STREET SIGN CO.	TRUCK & BACKHOW GRAPHICS	01-450-000-53000	320.00
13850	MUELLER TOWING AND REPAIR	TRUCK ELECTRICAL REPAIR	01-450-000-58600	174.15
TOTAL				681.21
TOTAL STREET MACHINERY				681.21
CITY GARAGE				
08225	HERLACHE SMALL ENGINE	HEDGE TRIMMER ATTACHMENT	01-460-000-52700	289.99
18950	SAFETY-KLEEN SYSTEMS, INC	PARTS WASHER SERVICE	01-460-000-58999	204.12
19880	STURGEON BAY UTILITIES	835 N 14TH AVE SALT SHED	01-460-000-56150	13.39
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	862.49
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	194.30
AMERWELD	AMERICAN WELDING & GAS, INC	CYLINDER RENTAL	01-460-000-58999	164.90
TOTAL				1,729.19
TOTAL CITY GARAGE				1,729.19

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
HIGHWAYS - GENERAL				
07887	WALTER HANISKO	BOOT REIMBURSE/HANISKO	01-499-000-56800	121.31
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE	01-499-000-58000	15.90
19880		1536 EGG HARBOR RD TRAFFIC LIG	01-499-000-58000	33.10
19880		1025 N 14TH & EGG HBR TRAFFIC	01-499-000-58000	37.50
19880		2 TRFC WARNING LIGHTS & SPEED	01-499-000-58000	8.25
19880		10 N MADISON AVE W S TRFC LTS	01-499-000-58000	40.51
19880		355 ORNAMENTAL ST LIGHTS	01-499-000-58000	4,916.68
19880		583 OVERHEAD ST LIGHTS	01-499-000-58000	6,709.29
19880		800 S LANSING & W WALNUT SIGN	01-499-000-58000	10.26
19880		323 S 1ST AVE EAST SIDE DOCK	01-499-000-58000	156.98
19880		1 OLD HWY RD SGN	01-499-000-58000	16.66
TOTAL				12,066.44
TOTAL HIGHWAYS - GENERAL				12,066.44
PARK & RECREATION ADMIN				
17700	QUILL CORPORATION	BOX SHARPIE PENS	01-500-000-51950	17.16
TOTAL				17.16
TOTAL PARK & RECREATION ADMIN				17.16
PARKS AND PLAYGROUNDS				
04575	DOOR COUNTY HARDWARE	BSKTBALL NET/SCOUR PADS	01-510-000-54999	64.89
19880	STURGEON BAY UTILITIES	349 MICHIGAN ST CHARGING STATN	01-510-000-56150	190.17
19880		207 S 3RD AVE MARTIN PARK	01-510-000-56150	79.73
19880		207 S 3RD AVE MARTIN PARK	01-510-000-56150	117.76
19880		307 S 14TH AVE MEM FLD WARMG H	01-510-000-56150	113.62
19880		307 S 14TH AVE MEM FLD WARMG H	01-510-000-58650	613.35
19880		435 N 7TH PL GARLAND PARK	01-510-000-56150	14.52
19880		435 N 7TH PL GARLAND PARK	01-510-000-58650	24.40
19880		747 N 3RD AVE SUNSET CONSN	01-510-000-56150	88.39
19880		747 N 3RD AVE SUNSET CONSN	01-510-000-58650	148.17
19880		747 N 3RD AVE FRANK GRASSE MEM	01-510-000-56150	64.24
19880		747 N 3RD AVE FRANK GRASSE MEM	01-510-000-58650	290.92
19880		225 W JUNIPER ST OTUMBA PARK	01-510-000-56150	45.03
19880		225 W JUNIPER ST OTUMBA PARK	01-510-000-58650	65.17
19880		37 W REDWOOD WEST SIDE	01-510-000-56150	545.61
19880		37 W REDWOOD WEST SIDE	01-510-000-58650	39.42
19880		120 N MADISON AVE EV CHG	01-510-000-56150	219.79
19880		307 N 14TH AVE JAYCEES BALLFLD	01-510-000-56150	13.39
19880		220 N 3RD AVE POWER PANEL	01-510-000-56150	13.39
19880		307 S 14TH AVE MEM FLD PKG LOT	01-510-000-56150	13.39
19880		37 W REDWOOD WEST SIDE	01-510-000-58650	25.00
19880		307 S 14TH AVE MEM FLD COMPLEX	01-510-000-56150	1,010.09
19880		307 S 14TH AVE GIRLS LITTLE LE	01-510-000-56150	196.45
19880		225 W JUNIPER ST OTUMBA PARK	01-510-000-56150	15.66
19880		107 N 1ST AVE CHARGING STATION	01-510-000-56150	144.22
19880		835 N 14TH AVE SIGN SHED	01-510-000-56150	22.68
19880		835 N 14TH AVE SIGN SHED	01-510-000-58650	31.92
19880		919 S LANSING CHERRY BLOSSOM	01-510-000-56150	51.31

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
PARKS AND PLAYGROUNDS				
19880		919 S LANSING CHERRY BLOSSOM	01-510-000-58650	68.16
AUDIO	AUDIO ELECTRONICS	ELECT HAND DRYR/OUTLT INSTALL	01-510-000-58999	660.00
DELWICHE	LILLIAN DELWICHE	SEASONL WORK BOOT REIM/DELWICH	01-510-000-56800	62.50
LIND	TERESA LIND	ALUMINUM POUR/PEDESTAL	01-510-000-58999	750.00
SALZ	SALZSIEDER LANDSCAPE & NURSERY	AUTUM BLAZE MAPLE	01-510-000-58450	235.00
TOTAL				6,038.34
TOTAL PARKS AND PLAYGROUNDS				6,038.34
MUNICIPAL DOCKS				
07765	GRAINGER INC	WATER VALVE PARTS	01-550-000-54999	107.28
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LIGHTS	01-550-000-56150	185.10
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	61.86
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	32.98
19880		38 S NEENAH AVE RESTROOM-FISH	01-550-000-56150	165.86
19880		38 S NEENAH AVE RESTROOM-FISH	01-550-000-58650	1,232.01
TOTAL				1,785.09
TOTAL MUNICIPAL DOCKS				1,785.09
WATER WEED MANAGEMENT				
LAKEPOND	WIS LAKE & POND RESOURCE,LLC	DNR PERMIT	01-560-000-55010	1,173.63
LAKEPOND		APPLICATION LABOR	01-560-000-55010	4,870.25
LAKEPOND		SYMMETRYX & TRIBUNE	01-560-000-55010	13,234.38
LAKEPOND		FLUMIGARD SC	01-560-000-55010	937.50
LAKEPOND		MOBILIZATION	01-560-000-55010	700.00
TOTAL				20,915.76
TOTAL WATER WEED MANAGEMENT				20,915.76
WATERFRONT PARKS & WALKWAYS				
04545	DOOR COUNTY COOPERATIVE/NAPA	FERTILIZER	01-570-000-51750	43.98
04575	DOOR COUNTY HARDWARE	HX LAG SCREW	01-570-000-54999	36.99
04575		DPLX OUTLT 20A	01-570-000-54999	8.99
04575		BRASS SHUTOFF HOSE	01-570-000-56500	12.99
04575		HOSE SHUTOFF/LANDSCAPE PIN	01-570-000-51750	32.98
19880	STURGEON BAY UTILITIES	92 E MAPLE ST DOCK/LTS	01-570-000-56150	21.75
19880		120 N MADISON AVE DC MUSEUM	01-570-000-56150	39.12
19880		120 N MADISON AVE DC MUSEUM	01-570-000-56150	29.63
19880		225 W JUNIPER ST WALKWAY LITES	01-570-000-56150	28.44
19880		225 W JUNIPER ST PARKING LOT	01-570-000-56150	22.41
19880		10 PENNSYLVANIA ST DOCK	01-570-000-58650	394.83
19880		48 KENTUCKY ST WATER FRONT	01-570-000-56150	133.57
19880		92 E MAPLE ST DOCK	01-570-000-58650	10.00
19880		107 N 1ST AVE MARINA RESTROOM	01-570-000-56150	489.62
19880		107 N 1ST AVE MARINA RESTROOM	01-570-000-58650	187.86
19880		122 KENTUCKY ST CITY PKG RAMP	01-570-000-56150	136.69

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
WATERFRONT PARKS & WALKWAYS				
19880		48 KENTUCKY ST CITY MARINA	01-570-000-58650	69.04
20250	TILLMAN LANDSCAPE & NURSRY INC	82 PERENNIAL FLOWERS/WTRFRONT	01-570-000-51750	1,134.60
TOTAL				2,833.49
TOTAL WATERFRONT PARKS & WALKWAYS				2,833.49
EMPLOYEE BENEFITS				
23674	WISCONSIN DEPT OF WORFORCE	JUNE 2025 UNEMPLOYMENT	01-600-000-50370	240.95
TOTAL				240.95
TOTAL EMPLOYEE BENEFITS				240.95
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	2ND QTR 2025 MAINT COSTS	01-700-000-56850	14,733.02
TOTAL				14,733.02
TOTAL PUBLIC FACILITIES				14,733.02
TOTAL GENERAL FUND				140,975.45
CAPITAL FUND				
COMPUTER				
HARRIS	HARRIS COMPUTER SYSTEMS	TCP-SOFTWARE INS/CONFIGURATION	10-125-000-59000	2,350.00
HARRIS		TCP-PROJECT MANAGEMENT	10-125-000-59000	800.00
HARRIS		TCP-TRAINING	10-125-000-59000	1,800.00
TOTAL				4,950.00
TOTAL COMPUTER				4,950.00
CITY HALL				
CITY HALL EXPENSE				
AXIOM	AXIOM INC	MOBILE STORAGE SYSTEM	10-160-000-59015	20,714.70
INNOVALE	INNOVATIVE LED SOLOUTIONS,LLC	WATER HEATER INSTALLATION	10-160-000-59999	160.00
INNOVALE		DOG PARK LIGHTING INSTALLATION	10-160-000-59999	5,193.79
TOTAL CITY HALL EXPENSE				26,068.49
TOTAL CITY HALL				26,068.49
GENERAL EXPENDITURES				
19335	SOMMERS CONSTRUCTION CO INC	LARRY & MARTHA BURRIS	10-199-000-51525	849.52
TOTAL				849.52

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
GENERAL EXPENDITURES				
TOTAL GENERAL EXPENDITURES				849.52
CURB/GUTTER/SIDEWALK EXPENSE				
10750	PREMIER CONCRETE INC	CONCRETE	10-440-000-59102	428.00
19335	SOMMERS CONSTRUCTION CO INC	PAY REQUEST 3-FINAL PROJ 2501A	10-440-000-59102	169,167.04
TOTAL EXPENSE				169,595.04
TOTAL CURB/GUTTER/SIDEWALK				169,595.04
TOTAL CAPITAL FUND				201,463.05
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	SPECTRUM ENTERPRISES-	6/25 CB MUSIC SERVICE	21-000-000-58999	36.76
TOTAL CABLE TV / GENERAL				36.76
TOTAL CABLE TV / GENERAL				36.76
TOTAL CABLE TV				36.76
TID #6 DISTRICT				
TID #6 DISTRICT				
TID #6 DISTRICT				
AYRES	AYRES ASSOCIATES, INC	SPORTS COMPLEX PROF SVC	22-360-000-58999	14,900.00
TOTAL TID #6 DISTRICT				14,900.00
TOTAL TID #6 DISTRICT				14,900.00
TOTAL TID #6 DISTRICT				14,900.00
TID #8 DISTRICT				
TID #8 DISTRICT				
TID #8 DISTRICT				
MUSE	330 JEFFERSON STREET LLC	2ND QTR '25 RESTRM MAINT/MUSE	24-380-000-58999	2,250.00
TOTAL TID #8 DISTRICT				2,250.00
TOTAL TID #8 DISTRICT				2,250.00
TOTAL TID #8 DISTRICT				2,250.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
06012	FASTENAL COMPANY	2 XL TYVEK COVERALLS	60-000-000-54999	20.82

INVOICES DUE ON/BEFORE 07/15/2025

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
06012		25 2XL TYVEK COVERALLS	60-000-000-54999	299.75
WURTH	WURTH USA, INC	GLOVES	60-000-000-54999	129.90
WURTH		TIE STRAPS	60-000-000-54999	48.99
WURTH		CABLE TIES	60-000-000-54999	57.50
WURTH		GOLD LUBE/ANTISEIZE	60-000-000-54999	28.76
TOTAL SOLID WASTE ENTERPRISE FUND				585.72
TOTAL SOLID WASTE ENTERPRISE FUND				585.72
TOTAL SOLID WASTE ENTERPRISE				585.72
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
COMPOST SITE ENTERPRISE FUND				
19880	STURGEON BAY UTILITIES	207 S 3RD AVE MARTIN PARK	64-000-000-58999	2.00
19880		421 MICHIGAN ST	64-000-000-58999	10.00
19880		307 S 14TH AVE MEM FLD WARMG H	64-000-000-58999	6.00
19880		835 N 14TH AVE CITY GARAGE	64-000-000-58999	6.00
19880		435 N 7TH PL GARLAND PARK	64-000-000-58999	2.00
19880		747 N 3RD AVE SUNSET CONSN	64-000-000-58999	6.00
19880		747 N 3RD AVE FRANK GRASSE MEM	64-000-000-58999	2.00
19880		225 W JUNIPER ST OTUMBA PARK	64-000-000-58999	2.00
19880		37 W REDWOOD WEST SIDE	64-000-000-58999	2.00
19880		230 E VINE ST WEST SIDE FIRE S	64-000-000-58999	6.00
19880		38 S NEENAH AVE PAVILLION	64-000-000-58999	2.00
19880		38 S NEENAH AVE RESTROOM-FISH	64-000-000-58999	4.00
19880		37 W REDWOOD WEST SIDE	64-000-000-58999	4.00
19880		307 S 14TH AVE GIRLS LITTLE LE	64-000-000-58999	6.00
19880		1531 DIVISION RD COMPOST SITE	64-000-000-56150	16.91
19880		1531 DIVISION RD Sbfd TRAINING	64-000-000-58999	2.00
19880		10 PENNSYLVANIA ST DOCK	64-000-000-58999	2.00
19880		92 E MAPLE ST DOCK	64-000-000-58999	2.00
19880		107 N 1ST AVE MARINA RESTROOM	64-000-000-58999	6.00
19880		122 KENTUCKY ST CITY PKG RAMP	64-000-000-58999	2.00
19880		48 KENTUCKY ST CITY MARINA	64-000-000-58999	6.00
19880		835 N 14TH AVE SIGN SHED	64-000-000-58999	2.00
19880		919 S LANSING CHERRY BLOSSOM	64-000-000-58999	2.00
19880		75 VACANT LOTS QTRLY BILL	64-000-000-58999	450.00
TOTAL COMPOST SITE ENTERPRISE FUND				550.91
TOTAL COMPOST SITE ENTERPRISE FUND				550.91
TOTAL COMPOST SITE ENTERPRISE FUND				550.91
TOTAL ALL FUNDS				360,761.89

MANUAL CHECKS

SECURIAN FINANCIAL GROUP, INC 06/30/25 Check # 95337 07/25 Life Insurance 01-600-000-50552	\$3,055.42
WAL-MART-CAPITAL ONE 06/30/25 Check # 95338 06/25 Statement Charges Various Departmental Accounts	\$ 145.96
WPS 06/30/25 Check # 95339 06/25 Statement Charges Various Departmental Accounts	\$1,148.99
DELTA DENTAL 07/01/25 Check # D001628 07/25 Dental Insurance Various Departmental Accounts	\$6,305.87
EFT GROUP INSURANCE 07/01/25 Check # D001629 07/25 Health Insurance Various Departmental Accounts	\$143,439.50
TOTAL MANUAL CHECKS	\$154,095.74

COMMON COUNCIL
July 1, 2025

A meeting of the Common Council was called to order at 6:00 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Huston, Williams, Gustafson, Nault, Wiederanders and Matson were present.

Williams/Gustafson to adopt agenda. Carried.

Nikki Voight, Executive Director of Door-Tran, gave a presentation on Door-Tran.

No one spoke during public comment.

Bacon/Wiederanders to approve following bills: General Fund - \$138,373.36, Capital Fund - \$91,500.81, Cable TV - \$ 6,151.01, TID # 4 District- \$330.00, TID #10 District - \$2,556.94, TID # 11 District - \$762.50, Solid Waste Enterprise Fund - \$3,514.82 and Compost Site Enterprise Fund - \$1,607.22 for a grand total of \$244,796.66. Roll call: All voted aye. Carried.

Nault/Huston to approve consent agenda, with a correction to the 6/17/25 Council minutes replacing Reeths with Matson.

- a. Approval of 06/17/25 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Zoning Board of Appeals – 4/22/25
 - (2) Aesthetic Design & Site Plan Review Board – 6/9/25
 - (3) Finance/Purchasing & Building Committee – 6/10/25
 - (4) Local Arts Board – 6/11/25
- c. Place the following reports on file:
 - (1) Bank Reconciliation – May 2025
 - (2) Revenue & Expense Report – May 2025
- d. Consideration of: Approval of Annual Renewals for Class “B” Beer license, “Class C” Wine license and “Class A” Combination license.
- e. Consideration of: Approval of Beverage Operator Licenses.
- f. Consideration of: Approval of Temporary Class B Beer licenses.
- g. Consideration of: Approval of Noise Ordinance Exception for Door County Fair.
- h. Consideration of: Approval of waiver regarding 6-foot minimum clearance for sidewalk café for A to Z Cuisine, LLC dba Bluefront Café.

Carried.

Gustafson/Williams to approve the following Mayoral appointment:

BOARD OF PARKS & RECREATION

Michelle Hroma – 3 year term

Carried.

Wiederanders/Huston to approve the following Mayoral appointment:

LOCAL TRANSPORTATION BOARD

Chad Shefchik – 3 year term

Carried.

Bacon/Matson to approve the following Mayoral appointment:

LOCAL ARTS BOARD

James Kaplan – 3 year term

Carried.

A public hearing regarding the proposed amendments to the Zoning code Chapter 20, related to dimensional standards for zero lot line duplexes and minimum rear yard setbacks and exceptions to rear yard setback requirements in the C-2 zoning district was opened at 6:16pm and declared closed at 6:17pm. No one spoke.

Williams/Gustafson to read in title only for first reading of ordinance re: dimensional standards for zero lot line duplexes and minimum rear yard setbacks and exceptions to rear yard setback requirements in the C-2 zoning district. Carried.

RECOMMENDATION

We, the City Plan Commission, hereby recommend to approve a zoning map amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5) for parcel #281-46-65011200, located at 22 E Pine Street.

CITY PLAN COMMISSION

By: David Ward, Chr.

Introduced by Servia. Nault/Bacon to adopt. Carried.

Williams/Nault to read in title only for first reading of ordinance re: amendment from Central Business District (C-2) to Mixed Commercial -Residential (C-5) for parcel #281-46-65011200, located at 22 East Pine Street. Carried.

RECOMMENDATION

We, the City Plan Commission, hereby recommend approval of the final Planned Unit Development (PUD) for Sturgeon Bay Hotel Group, LLC to develop an 81-unit Hampton Inn Hotel to be located at the southeastern intersection of Egg Harbor Road and N 12th Avenue, subject to:

1. The underlying zoning classification shall be C-1
2. The development shall be substantially in compliance with the approved planned unit development plans.
3. The building shall have a maximum height of 54'3".
4. Impervious surface ration for all three sites shall not exceed 84.5%. (Proposed hotel site will include 77% impervious surface and 23% open space. The remaining Boardwalk site will include 84% impervious surface and 16% open space. The remaining Virlee Gunworks site will include 92% impervious surface and 8% open space.)
5. At least 231 parking spaces required on the PUD site.
6. Approval by the Aesthetic Design & Site Plan Review Board.
7. Removal of the salt shed and topsoil bunker from utility easement at north property line of 1023 Egg Harbor Road.

8. The outfall of the existing storm line on the east side of the PUD site shall be cleaned out prior to installation of storm drains.

CITY PLAN COMMISSION

By: David Ward, Chr.

Introduced by Serva. Bacon/Wiederanders to adopt. The Hampton Inn is requesting the addition condition to allow a cooperative ground sign and ground sign on the Hampton Inn property subject to review by the Aesthetic Design Board. Carried.

Gustafson/Wiederanders to read in title only for first reading of ordinance re: create a Planned Unit Development zoning classification for parcel #281-62-15000104A, 281-62-15000111A, and future parcel #281-62-15000104C located on the southeastern intersection of Egg Harbor Road and N. 12th Avenue. Carried.

The Council did not go into closed session.

RECOMMENDATION

We, the Personnel Committee, hereby recommend to approve hiring Rebecca Kerwin for the position of Community Development Director at a wage of \$100,576, a credit of 21 years of service which equates to 23 days (184 hours) of vacation, and all full -time benefits as outlined in the City of Sturgeon Bay Personnel Policies and Employee Handbook. Employment offer is contingent upon passing a background check and a pre-employment physical and drug screen.

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

Introduced by Williams. Williams/Huston to adopt. Carried.

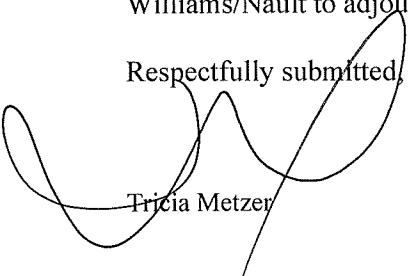
The City Administrator gave his report.

Mayor Ward gave his report.

Williams/Nault to adjourn. Carried. The meeting adjourned at 6:36 p.m.

Respectfully submitted,

Tricia Metzger



CITY PLAN COMMISSION
June 18, 2025

A regular meeting of the City Plan Commission was called to order at 6:00 p.m. by Chairperson David Ward in the Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members David Ward, Dennis Statz, Mark Holey, Spencer Gustafson, Helen Bacon, and Amy Stephens were present. Member Jeff Norland was absent. Staff present were City Administrator Josh Van Lieshout, Zoning/Planning Administrator Stephanie Servia, and Community Development Administrative Assistant Colleen Michiels.

Adoption of agenda: Mr. Holey moved to approve the agenda as amended, shifting item #9 to item #4 and updating the current item #7 to read "S 16th Place." Mr. Gustafson seconded the motion.

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from May 21, 2025.
4. Public comment on non-agenda Plan Commission related items
5. Consideration of: Petition for zoning map amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5) for a parcel located at 22 E Pine Street – parcel #281-46-65011200.
 - a. Presentation
 - b. Public Hearing
 - c. Consideration/Recommendation (*Note: The Plan Commission will not make a recommendation at this meeting, unless a motion is made and passed by a ¾ majority of members present to act on the request at this meeting.*)
6. Consideration of: Conceptual Planned Unit Development Review for a two-story duplex to be constructed on property located at 145 S Neenah Avenue – parcel #281-46-65011901.
7. Initial presentation of petition for zoning map amendment from Single-Family Residential (R-1) to Two-Family Residential (R-3) for parcel #281-24-11060100 located on the west side of S 16th Place.
8. Consideration of: Final Planned Unit Development for an 81-unit Hampton Inn Hotel proposed by Rodac, LLC for the parcel located at the southeastern intersection of Egg Harbor Road and N 12th Avenue – parcels #281-62-15000104A, #281-62-15000111A, and future parcel #281-62-15000104C.
9. Consideration of: Territory Addition – Amendment #2 to Tax Increment District #6.
10. Adjourn.

All ayes. Motion passed.

Approval of minutes from May 21, 2025: Ms. Stephens moved to approve the minutes from the May 21, 2025 meeting. Mr. Holey seconded the motion, which passed unanimously.

Public comment on non-agenda Plan Commission related items: No members presented for comment.

Consideration of: Territory Addition – Amendment #2 to Tax Increment District #6: Adam Ruechel of Robert W. Baird & Co. explained that the city is permitted to make up to four territorial amendments to any given Tax Increment District (TID). This marks the second amendment for TID 6, with the first completed in 2024. He outlined the amendment process, including the committees that will review it and the anticipated timeline for their consideration.

Ms. Servia then provided an overview of the proposed development projects to be added to TID 6. These include a 75-lot subdivision consisting of single- and two-family homes, as well as two eight-unit apartment buildings. She also identified the specific parcels proposed for inclusion in the TID—some associated with the new developments, and others added to maintain territorial continuity. Following her presentation, Mr. Ruechel reviewed each component of the Project Plan and Proforma and provided a summary of the remaining steps required for approval of the territory amendment.

Members discussed the inclusion of Cherry Point Mall and its potential implications. They also reviewed the proposed new development to be added to the TID through this amendment, along with the associated timeline and other matters related to TID amendments.

Consideration of: Petition for zoning map amendment from Central Business District (C-2) to Mixed Commercial-Residential (C-5) for a parcel located at 22 E Pine Street - parcel #281-46-65011200: Presentation: Ms. Servia explained that the applicants have requested the property at 22 E Pine Street be rezoned to allow greater flexibility in the balance between residential and commercial uses within the building. Under the current C-2 zoning, single-family homes are not permitted, and mixed-use buildings are limited to a maximum of 50% residential use. The applicants are proposing an addition to their existing mixed-use building that would exceed these limitations. Ms. Servia noted that city staff support the proposed rezoning, viewing it as an appropriate transitional zoning for the area and consistent with the 2040 Comprehensive Plan's Future Land Use designation.

Applicant, Michael Mastrangelo of 22 E Pine Street, explained that they enjoy the area but would like to make the residential portion of the building a little larger to accommodate visiting family. They would also like to replace the dated metal carport with a structure that is closed to the elements and more conducive to use.

Public Hearing: Mr. Ward opened the public hearing at 6:25 p.m. Terence Thompson, 20 E Pine Street, spoke in favor of the applicant's plan.

Todd Wilson, 77 E Pine Street, also spoke in support of the applicant's plan expressing his appreciation for the improvement it will bring to the property.

Marcia Kritzler-Egeland, 25 E Pine Street, spoke in support of the proposed plan noting the age and condition of the building the applicants are planning to replace.

The public hearing was closed at 6:27 p.m.

Consideration/Recommendation: A motion to consider the rezoning application was made by Mr. Statz and seconded by Mr. Holey. All ayes. Motion carried. Members discussed the uniqueness of the property and their appreciation for the improvement and rejuvenation of the structures on the property. A motion was then made by Mr. Gustafson to recommend approval of the zoning map amendment for parcel #281-46-65011200 from Central Business District (C-2) to Mixed Residential- Commercial (C-5). Mr. Holey seconded the motion. With all ayes, the motion passed unanimously.

Consideration of: Conceptual Planned Unit Development Review for a two-story duplex to be constructed on property located at 145 S Neenah Avenue – parcel #281-46-65011901: Ms. Servia explained that the applicant has requested consideration of a Planned Unit Development (PUD) to facilitate the construction of a two-family home on the property at 145 S Neenah Avenue. The site currently contains a single-family home and a detached garage, both in poor condition, which would be removed to allow for the proposed development. Although the property is zoned Single-Family Residential (R-2), which permits two-family homes as a conditional use, the applicant is pursuing a PUD to allow deviations from the standard setback requirements of the R-2 zoning district. Ms. Servia also noted that the applicant has requested to follow the combined PUD process and intends to return with a formal proposal in September.

Applicant, Jeff Jahnke, of 1107 Twin Harbor Drive, Winneconne, provided images of the structures that currently exist on the property and also black and white drafts of the duplex he is proposing to construct on the site. He explained that his request for the PUD and reduced setbacks stemmed from an attempt to accommodate 2 two-stall garages at the rear of the property. He provided an overview of the proposed

floor plans, which currently include garage access for both the upper and lower units. He expressed his belief that the duplex would be a good fit for the neighborhood, noting the presence of other similar properties in the surrounding area.

Members discussed the condition of the current home, rental periods, and the possibility of increasing the enjoyment of the waterside of the property by increasing the size of the balcony.

Ms. Servia reminded members of the difference between the typical and combined PUD processes. A motion was then made by Mr. Ward to approve the combined preliminary/final PUD review process for the property located at 145 S Neenah Avenue. Mr. Statz seconded the motion and with all ayes, the motion passed.

Initial presentation of petition for zoning map amendment from Single-Family Residential (R-1) to Two-Family Residential (R-3) for parcel #281-24-11060100 located on the west side of S 16th Place:

Ms. Servia explained that the applicant has requested rezoning of his property located on the west side of S 16th Place to allow for the construction of a two-family dwelling. Under the current Single-Family Residential zoning, only a single-family home is permitted. She noted that the parcel's future land use designation is identified as open space and recreation, primarily due to the presence of wetlands on the site. However, the applicant has obtained a wetland general permit from the DNR, granting permission to impact a portion of the property for the development of either a single- or two-family home. While the existing land use designation typically does not support upzoning, Ms. Servia indicated that the designations of surrounding parcels make the proposed rezoning reasonable in this case.

Members discussed the aesthetic appeal of the proposed duplex and whether or not the dwelling would have a basement. They also noted the loss of trees and wetlands but appreciated that most of the wetlands would remain intact.

Consideration of: Final Planned Unit Development for an 81-unit Hampton Inn Hotel proposed by Rodac, LLC for the parcel located at the southeastern intersection of Egg Harbor Road and N 12th Avenue – parcels #281-62-15000104A, #281-62-15000111A, and future parcel #281-62-15000104C:

Ms. Servia explained that the applicant has requested final PUD approval for a four-story, 81-room hotel on a parcel to be created at the southeast intersection of Egg Harbor Road and N 12th Avenue. The applicants have requested a PUD due to deviations from the standard C-1 zoning requirements. These deviations relate to building height and impervious surface ratio.

Ms. Servia provided an update on the final PUD details that have been addressed. These include finalized floor plans and unit composition, as well as the completion of stormwater plans, which have been reviewed by both Sturgeon Bay Utilities and the City's Senior Engineering Technician, with no major concerns. The applicant has also revised the landscaping plan to include the seven additional trees requested during the preliminary review. Additionally, she noted that the previously proposed deviation in the impervious surface ratio appears to be consistent with neighboring properties, making it more acceptable within the context of the surrounding area. Signage and building materials will be reviewed by the Aesthetic Design & Site Plan Review Board at a later date.

Members discussed the possibility of adding parking along N 12th Avenue, the number of on-site parking spaces and the potential trade-off with incorporating additional landscaping. Grant Duchac of Excel Engineering explained that they explored ways to include more trees but noted that increasing the number of trees would be challenging due to their intention to retain and utilize the recently installed asphalt. He added, however, that the hotel building and planned landscaping features will add visual interest to the corner and help minimize the prominence of the parking lot.

A motion was made by Ms. Stephens and seconded by Mr. Gustafson to recommend approval of the Final PUD rezoning to support Sturgeon Bay Hotel Group, LLC's hotel project subject to the following conditions: 1) The underlying zoning classification shall be C-1; 2) The development shall be substantially in compliance with the approved planned unit development plans; 3) The building shall have

a maximum height of 54'3." 4) Impervious surface ratio for all three sites shall not exceed 84.5%. (Proposed hotel site will include 77% impervious surface and 23% open space. The remaining Boardwalk site will include 84% impervious surface and 16% open space. The remaining Virlee Gunworks site will include 92% impervious surface and 8% open space.) 5) At least 231 parking spaces required on PUD site. 6) Approval by the Aesthetic Design & Site Plan Review Board. 7) Removal of salt shed and topsoil bunker from utility easement at north property line of 1023 Egg Harbor Road. 8) The outfall of the existing storm line on the east side of the PUD site shall be cleaned out prior to installation of storm drains. Mr. Gustafson added that he thought this project would have a positive impact on the surrounding businesses and will be enjoyed by those who visit. Members all voted in the affirmative unanimously passing the motion.

Adjourn: Mr. Statz moved to adjourn the meeting, and Mr. Holey seconded the motion. The motion passed unanimously, and the meeting was adjourned at 7:01 PM.

Respectfully submitted,

/S/Colleen Michiels

Colleen Michiels
Community Development Secretary

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, June 23, 2025

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:01 p.m. by Chairperson Rick Wiesner in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Rick Wiesner, Dave Augustson, Thad Birmingham, and Nancy Schopf. Members Todd Wilson and Matt Fox were excused. Staff present were Planner/Zoning Administrator Stephanie Servia and Community Development Administrative Assistant Colleen Michiels.

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from June 9, 2025.
4. Election of Officers.
5. Consideration of: window alterations for the sides and rear of the building located at 127 N 4th Avenue – Parcel #281-10-85152400.
6. List of Certificates of Appropriateness approved by the Chair.
7. Adjourn.

Adoption of Agenda: Mr. Augustson moved to approve the agenda as presented. Ms. Schopf seconded the motion. All ayes. Motion passed unanimously.

Approval of minutes from June 9, 2025: Ms. Schopf moved to approve the minutes as presented, and Ms. Augustson seconded the motion. The motion carried.

Election of Officers: A motion was made by Ms. Schopf for Mr. Wiesner to serve as Chair with Mr. Augustson serving as Vice-chair. Mr. Birmingham seconded the motion. Motion passed unanimously.

Consideration of: window alterations for the sides and rear of the building located at 127 N 4th Avenue – Parcel #281-10-85152400: Ms. Servia explained that the applicants are currently constructing second-floor apartments at Cherry Lanes Arcade Bar and need to enlarge the existing windows to allow more natural sunlight. They propose replacing the current windows along the rear and sides of the building with larger ones, matching in color and materials. The new windows are all proposed to be 32" x 70" in size.

Moira Callan of Cherry Lanes Arcade Bar appeared via Zoom to address questions regarding the location, installation, and aesthetics of the proposed windows. Members expressed concerns about maintaining consistency. Ms. Callan explained that all new windows would include subsills and match the existing door trim. She added that the windows would be vinyl, feature non-removable grids at the top, and have blinds installed. Members were satisfied that the proposed alterations would maintain aesthetic consistency and would not negatively impact the building or surrounding properties.

Ms. Schopf made a motion, seconded by Mr. Birmingham, to approve the window alterations for the rear and sides of the building located at 127 N 4th Avenue. The motion passed unanimously, with all members voting in favor.

List of Certificates of Appropriateness approved by the Chair: Members reviewed the list of Certificates of Appropriateness approved by the Chair and had no questions or comments.

Adjourn: Ms. Schopf made a motion to adjourn the meeting, which was seconded by Mr. Birmingham. The motion carried unanimously, and the meeting was adjourned at 6:17 p.m.

Respectfully submitted,

/s/Colleen Michiels

Colleen Michiels
Community Development Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE**June 24, 2025**

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, Finance Director/ City Treasurer Clarizio, 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: Funding Request for Sawyer School Playground Equipment.
 5. Review bills
 6. Adjourn.
- Carried.

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

Consideration of: Funding Request for Sawyer School Playground Equipment:

Katy DeVillers, Sawyer School principal, spoke on behalf of the Sawyer School playground equipment project. The current playground equipment is over 28 years old. The school is looking at creating two age-appropriate play areas for children ages 2-5 and 5-12.

Kendra Vandertie noted the City has previously pledged \$50,000 towards the project. We are asking the City to consider contributing additional funds from TID 10, if available. The Sunrise School playground is complete and has been very successful for the school and community. Sawyer School is less visible but there is a trail that will connect to the new housing development. This project would be an ideal City/School collaboration. She added that they are not requesting a specific dollar amount, only consideration of available funds from TID 10.

City Administrator Van Lieshout mentioned trails connections have designated funding as park improvements in the TID 10 project plan. In addition, there are still other projects that need to be completed in the TID, including traffic signals on County S, and sidewalk improvements. The TID is performing well, and a partnership with the school should be feasible.

City Treasurer/Finance Director Clarizio added, the city could allocate revenues from tax increment coming out of the TID but noted there are other financial factors to consider.

Discussions continued regarding TID projects and available funds to contribute in addition to the \$50,000 previously committed.

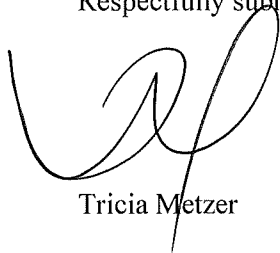
Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to the Common Council to commit \$75,000 for Sawyer Schools playground equipment project. Carried.

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 adjourned at 4:37 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Tricia Metzger', written in a cursive style. The signature is positioned above the printed name.

Tricia Metzger



CITY of STURGEON BAY FIRE DEPARTMENT

Kalin Montevideo
Fire Chief

421 Michigan St
Sturgeon Bay, WI 54235

920-746-2916 Station 920-746-2448 Office
Email: kmontevideo@sturgeonbaywi.gov

STURGEON BAY FIRE DEPARTMENT JUNE 2025 FIRE REPORT

JUNE 2025 INCIDENTS: 148
2025 YTD TOTAL: 936

JUNE 2024 INCIDENTS: 160
2024 YTD TOTAL: 853

INCIDENTS BY JURISDICTION:

AVERAGE RESPONSE TIME:

CITY:	<u>127</u> Year to Date: <u>861</u>	EMERGENT: <u>4.5 Minutes</u>	NON-EMERGENT: <u>5.2 Minutes</u>
104 – Medical Incident	01 – Vehicle Accident	05 – Alarm/Detector Activation, No Fire	
05 – Dispatched & Cxl in Route	05 – Gas Leak/Spill	01 – Water Rescue	
02 – Assist Law/Gvmt Agency	01 – Chemical Hazard	01 – Arcing/Shorted Electrical Equipment	
01 – Structure Fire	01 – Public Service Assist/Complaint		
Town of Sevastopol:	<u>12</u> Year to Date: <u>34</u>	EMERGENT: <u>8.5 Minutes</u>	NON-EMERGENT: <u>13.8 Minutes</u>
01 – Power Line Down	01 – Dispatched & Cxl in Route	02 – Alarm/Detector Activation, No Fire	
07 – Vehicle Accident	01 – Arcing, Shorted Electrical Equipment		
Town of Sturgeon Bay:	<u>08</u> Year to Date: <u>32</u>	EMERGENT: <u>7.9 Minutes</u>	NON-EMERGENT: <u>11.5 Minutes</u>
04 – Medical Incident	01 – Grass/Outside Fire	01 – Assist Law/Gvmt Agency	
01 – Vehicle Accident	01 – Smoke Scare/Odor of Smoke		

MUTUAL AID/MABAS INCIDENTS

Southern Door: <u>01</u> Year to Date: <u>02</u>	Nasewaupce: <u>0</u> Year to Date: <u>03</u>
01 – Structure Fire	
BUG: <u>0</u> Year to Date: <u>03</u>	Egg Harbor: <u>0</u> Year to Date: <u>01</u>

<u>INSPECTION REPORT:</u>	<u>Regular</u> <u>Inspections</u>	<u>Re-Inspection</u>	<u>Occupancy</u> <u>Inspection</u>	<u>Food Truck/Permit</u> <u>Complaint/Misc</u>	<u>Hours</u>
Inspections – City of Sturgeon Bay:	<u>267</u>	<u>100</u>	<u>01</u>	<u>04</u>	<u>379.75</u>
Inspections – Town of Sevastopol:	<u>08</u>	<u>01</u>			<u>6.0</u>
Inspections – Town of Sturgeon Bay:	<u>0</u>	<u>0</u>			<u>0</u>
Inspections – Town of Jacksonport:	<u>02</u>	<u>01</u>			<u>1.0</u>

Town of Sevastopol Burn Permits:	Permits Issued for Month: <u>03</u>	Year to Date Permits Issued: <u>53</u>
Town of Sturgeon Bay Burn Permits:	Permits Issued for Month: <u>0</u>	Year to Date Permits Issued: <u>06</u>

SPECIAL REPORTS, TRAINING, AND MAINTENANCE

MAINTENANCE:

Firefighters conducted maintenance and repairs on self-contained breathing apparatus (SCBA) units; weekly/daily station cleaning; repaired an air leak on E707; repaired a headset on E707; serviced the pump battery on M731; replaced the seat bases on E707; Dave Davis (DPW) completed scheduled maintenance on Trk 724; UL completed annual NDT testing on Trk 724, following this inspection, on-duty firefighters cleaned and lubed the waterway/ladder on Trk724 and put E706 back in service following warranty painting.

TRAINING:

352.57 total hours of training were conducted in June. Firefighters trained with driver/operator procedures along with addressing and scene size-up; fill-site equipment on operations; forcible entry techniques; air supply; Marine 731 equipment & operations; F500 foam application procedures; APEX safety online training; participated in monthly MABAS drill; new firefighter JPR's/driver training program and FF Villalpando continued Emergency Medical Responder (EMR) training in Green Bay.

OTHER:

Command staff attended multiple meetings in the City and Townships.
On-duty firefighters participated in the "Kick off to Summer" event at Sunset Park.



STURGEON BAY POLICE DEPARTMENT



The mission of the Sturgeon Bay Police Department is to serve, protect, and work in partnership with the community to ensure a safe, nurturing environment.

To: The Honorable Mayor
Members of the Common Council
Members of the Police and Fire Commission
City Administrator Josh VanLieshout

From: Assistant Chief Daniel J. Brinkman

Subject: Monthly Report for June, 2025

Date: July 9, 2025

The following is a summary of the Police Department’s activities for the month of June that includes crimes investigated, traffic accidents investigated, training completed, and public education provided by department members.

Crimes Investigated

The Department, during the month, investigated a total of 55 crimes.

These crimes can be broken down and classified as follows.

Theft.....	11
Fraud / Forgery.....	05
Disorderly Conduct.....	10
Criminal Damage to Property.....	05
Child Abuse or Neglect.....	02
Violate Court Order.....	03
Threats to Injure.....	04
Sex Offense.....	03
Domestic Abuse.....	03
Bail Jump.....	06
Possess Controlled Substance.....	03
TOTAL 55	

Arrests

The Department completed a total of 118 arrests during the month. These arrests encompass violations from traffic to felony and are listed below by type of violations and number of arrests for each category.

A. Felony Crime Arrests

Bail Jumping.....	09
Theft.....	01
Weapon Offense.....	01
Strangulation/Suffocation.....	02
Physical Abuse of a Child.....	01
Threaten Harm to Health Care Staff.....	01
TOTAL	15

B. Misdemeanor Crime Arrests

Disorderly Conduct.....	06
Bail Jump.....	09
Battery.....	03
Possess Controlled Substances.....	01
Abuse Hazardous Substance.....	02
Possess Drug Paraphernalia.....	05
TOTAL	26

Wisconsin Probation & Parole Arrests / Warrant Arrests.....	04
TOTAL	04

C. Ordinance Violation Arrests

Possess Marijuana	01
Disorderly Conduct	03
Littering.....	01
Minor in Possession of Tobacco/Vape Products.....	02
Urinate/Defecate in Public.....	01
Boating Violations.....	04
Retail Theft.....	02
TOTAL	14

D. Traffic Crime Arrests

No Valid Driver's License.....	02
Operate M/V while Revoked.....	01
Fail to Install Ignition Interlock Device.....	01
TOTAL	04

E. Traffic Violations Arrests

Speeding.....	14
No Valid Driver's License	07
Operating M/V while Intoxicated.....	08
Operate Motor Vehicle while Suspended.....	03
Fail to Wear Seatbelt.....	03
Miscellaneous Violations	20
TOTAL	55

In addition to the aforementioned arrests, the Department conducted a total of 326 traffic stops during the month and logged 148 violations for various motor vehicle defects and local ordinances and issued 120 written warnings for those violations. A total of 02 parking ticket were issued for violations throughout the city.

Traffic Accidents

The Department during the month investigated a total of 17 vehicle accidents. These accidents are categorized into four types.

A.	Motor Vehicle Accidents Involving Fatalities	00
B.	Motor Vehicle Accidents Involving Injuries.....	01
C.	Motor Vehicle Accidents Involving Property Damage	14
	(greater than \$1,000.00)	
D.	Motor Vehicle Accidents Involving Property Damage	02
	(less than \$1,000.00)	TOTAL 17

Police Service Calls

Department members handled 741 service calls during the month. These calls consist of both citizen requests for police service as described below (665), crimes investigated (55), traffic accidents investigated (17), and Wisconsin Probation and Parole Assists (04).

A.	Traffic and Road Incidents.....	126
	This category consists of all assignments involving assists to stranded motorists, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing obstructions from roadways, and all parking problem complaints.	
B.	Noise Complaints.....	15
	These complaints involve private parties, licensed liquor establishments, and parties in public places.	
C.	Sick and Injured Persons.....	25
	Assistance rendered to the Ambulance Service and sick or injured persons.	
D.	Alarms.....	15
	Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms.	
E.	Complaints Involving Animals.....	28
	Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.	
F.	Civil Disputes.....	06
	Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.	

G. Escorts.....	02
Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming.	
H. Citizen Assist	65
This category is broad and involves such services as assistance in gas drive-off, emergency notifications, attempts to locate people, retrieval of personal property, and vehicle registration assistance.	
I. Assistance Rendered to Other Agencies.....	15
Includes assistance to other law enforcement and government agencies.	
J. Suspicious Person / Vehicle / Circumstance	29
Involves both citizen complaints and observations by officers on patrol who took investigative action in regard to the suspicious behavior of vehicles and people.	
K. Self-Initiated Field Activity.....	14
All initiated activity by the officer to include, but not limited to, routine security checks of area industries, businesses, city parks, residences, and compliance checks of local liquor establishments.	
L. Juvenile Problems	19
Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.	
M. Miscellaneous Incidents	283
Includes arrest warrants served, recovered property calls, unfounded calls for police service, minor calls for police service, and 9-1-1 calls investigated.	
N. Welfare Checks	23
Includes calls to check on the well-being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.	
TOTAL 665	

Department Training

The Joint SWAT Team and Dive Team completed their monthly training. Two officers completed Advanced Roadside Impaired Driving Enforcement (ARIDE), one officer attended the School Resource Officer Conference, one officer completed Firearms Instructor course, and one officer attended the Wisconsin State Crime Lab Crime Scene Processing course.

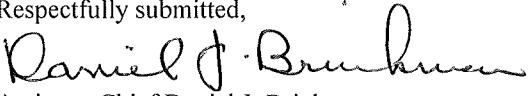
Education

Assistant Chief Brinkman presented Civilian Response to Active Threats to DCMC staff and members of the First Baptist Church Security Team.

Notes

Officers provided extra patrol at the Juneteenth Celebration and Open Door Pride Festival

Respectfully submitted,

A handwritten signature in black ink that reads "Daniel J. Brinkman". The signature is written in a cursive style with a large initial "D" and "B".

Assistant Chief Daniel J. Brinkman

BEVERAGE OPERATOR LICENSES

1. **Cumber, David C.**
2. **Gideon, Lisa L.**
3. **Hubing, Benjamin R.**
4. **Jacobe, Todd A.**
5. **Kipp, Heather N.**
6. **LeMieux, Cory M.**
7. **Nickel, Brett W.**
8. **Pagel, Jolene J.**
9. **Paszczak, Jeremy M.**
10. **Pigeon, Garrett M.**
11. **Rudd, Kelly J.**
12. **Scholze, Gina M.**



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Visit our website at: www.sturgeonbaywi.org

July 9, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

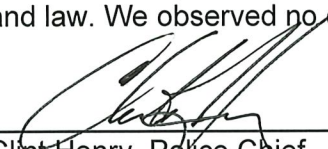
Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer license:

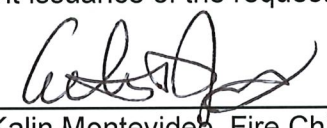
Door County Maritime Museum & Lighthouse Preservation Society, Inc
120 N Madison Ave
Sturgeon Bay, WI 54235

Location: 306 Nautical Drive Parking Lot
Agent: Trevor Black
Dates: July 19, 2025

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.



Clint Henry, Police Chief
City of Sturgeon Bay



Kalin Monteideo, Fire Chief
City of Sturgeon Bay



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

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July 9, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer license:


The Canary Fund
146 E Mission Road
Green Bay, WI 54301

Location: 212 West Locust Court – Otumba Park
Agent: Dru Carney
Dates: August 23, 2025

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.



Clint Henry, Police Chief
City of Sturgeon Bay



Kalin Montevideo, Fire Chief
City of Sturgeon Bay



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

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June 13, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer license:

Destination Sturgeon Bay
36 South Third Avenue
Sturgeon Bay, WI 54235

Location: 92 E Maple St & 217 N 1st Ave
Agent: Andrea Buboltz
Dates: 3/31/25-8/3/25

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.



Clint Henry, Police Chief
City of Sturgeon Bay



Kalin Montevided, Fire Chief
City of Sturgeon Bay



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Visit our website at: www.sturgeonbaywi.org

July 7, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer and Temporary Class B Wine license:

Sunshine Resources of Door County
55 West Yew Street
Sturgeon Bay, WI 54235

Location: Martin Park
Agent: Jeremy Paszczak
Dates: 9/13/25

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.



Clint Henry, Police Chief
City of Sturgeon Bay



Kalin Monteideo, Fire Chief
City of Sturgeon Bay



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Visit our website at: www.sturgeonbaywi.org

July 7, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

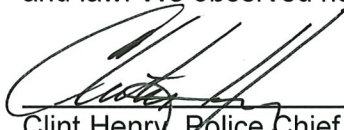
Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer and Temporary Class B Wine license:

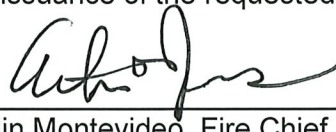
Sunshine Resources of Door County
55 West Yew Street
Sturgeon Bay, WI 54235

Location: Sawyer Park
Agent: Jeremy Paszczak
Dates: 7/23/25

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.



Clint Henry, Police Chief
City of Sturgeon Bay



Kalin Montevideo, Fire Chief
City of Sturgeon Bay



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Visit our website at: www.sturgeonbaywi.org

June 27, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer and Temporary Class B Wine license:

Door County Maritime Museum & Lighthouse Preservation Society Inc
120 N Madison Ave
Sturgeon Bay, WI 54235

Location: 120 North Madison Ave
Agent: Trevor Black
Dates: 7/31/25-8/3/25

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.

Clint Henry, Police Chief
City of Sturgeon Bay

Kalin Montevideo, Fire Chief
City of Sturgeon Bay



Phone 920-746-2900
Fax 920-746-2905

City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Visit our website at: www.sturgeonbaywi.org

June 27, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer and Temporary Class B Wine license:

Door County Fall 50
1971 Prescott Place
De Pere, WI 54115

Location: 747 N 3rd Avenue/Sunset Park
Agent: Heather Haese
Dates: 10/25/25

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.



Clint Henry, Police Chief
City of Sturgeon Bay



Kalin Montevideo, Fire Chief
City of Sturgeon Bay

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. A permit application.
2. A diagram (drawn at a convenient and legible scale) detailing the frontage of the applicant's food and beverage establishment facing the sidewalk area or other public property requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk, distance from curb to building face, location of trees, tree wells, sidewalk benches, trash receptacles, street signs, utilities (including fire hydrants, light fixtures, etc.), newspaper racks, mailboxes, fire department connection locations on the building and any other permanent or semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café and indicate the total square footage of the affected street right of way and exact dimensions of the proposed outdoor area. The drawing shall show the arrangement of tables and chairs and the distances between such tables/chairs and the obstructions identified above.
3. Copy of current Certificate of Insurance with the City named as AN ADDITIONAL INSURED.
4. Completed Hold Harmless Certificate.
5. A non-refundable application fee in the amount of \$110.00 per location if alcohol is not served or in the amount \$220.00 per location if alcohol is served.

Name of applicant: PATRICK SEFUS

Establishment Name: STARBUCKS BREWING Co

Address: 151 N. 3rd Ave Sturgeon Bay

Phone/Email: (920) 508-0044

- | | |
|---|--|
| <input checked="" type="checkbox"/> Completed Application Submitted | <input checked="" type="checkbox"/> Cert of Insurance (additional insured) submitted |
| <input checked="" type="checkbox"/> Diagram submitted | <input checked="" type="checkbox"/> Hold Harmless Certificate submitted |
| <input type="checkbox"/> Fee Paid <u>220.00</u> | |

Date Completed Application Submitted: June 26, 2025

City Clerk Approval: Stephanie Reinhardt

Community Development Approval: [Signature]

Department of Public Works Approval: [Signature] 01/20/2025

Fire Department Approval: [Signature]

Date of Common Council Approval: _____

- Copy of Sidewalk Café Policy/Procedures provided to applicant.
- Copy of Sidewalk Café Ordinance provided to applicant.

*See back for "Alcohol Being Served Application Submission Information."

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The undersigned certifies that he or she is a duly authorized agent of PATRICK JERVIS, and is duly empowered and authorized to execute this hold harmless and indemnification agreement on behalf of the above referenced party.

The undersigned in consideration of being allowed to use City property to HAVE SEATING, which shall encroach in the public right-of-way adjacent to property located at 151 N. 310, do hereby release, acquit, and forever discharge the City of Sturgeon Bay, its officers, agents, and employees (hereinafter known as City), from any and all actions, causes of action, claims, demands, costs, expenses and compensation related to property damages, personal injury or death arising out of any accident or occurrence while maintaining said encroachment in the public right-of-way. The undersigned further agrees to hold harmless and defend the City from any claims or actions arising from said SEATING as an encroachment in the public right-of-way.

The undersigned agrees that as a condition of the City approving the use as an encroachment in the public right-of-way, it will maintain usage, and continue to provide a minimum of six foot unobstructed area for public use and passage in said public right-of-way.

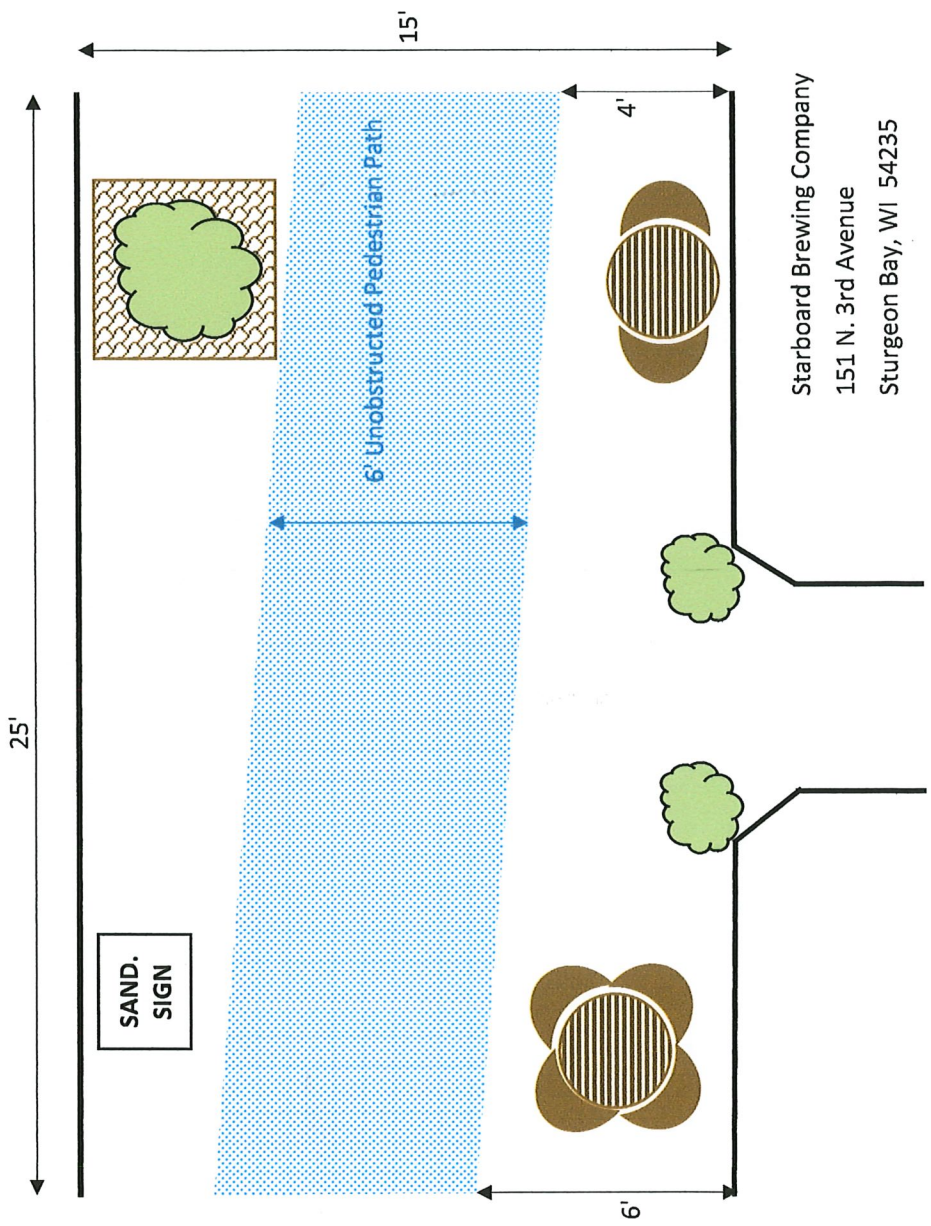
Dated this 26 day of June, 2025

By: 

By: _____

NORTH
1/4" = 1'

125 Sq Ft Total



Starboard Brewing Company
151 N. 3rd Avenue
Sturgeon Bay, WI 54235

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. A permit application.
2. A diagram (drawn at a convenient and legible scale) detailing the frontage of the applicant's food and beverage establishment facing the sidewalk area or other public property requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk, distance from curb to building face, location of trees, tree wells, sidewalk benches, trash receptacles, street signs, utilities (including fire hydrants, light fixtures, etc.), newspaper racks, mailboxes, fire department connection locations on the building and any other permanent or semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café and indicate the total square footage of the affected street right of way and exact dimensions of the proposed outdoor area. The drawing shall show the arrangement of tables and chairs and the distances between such tables/chairs and the obstructions identified above.
3. Copy of current Certificate of Insurance with the City named as AN ADDITIONAL INSURED.
4. Completed Hold Harmless Certificate.
5. A non-refundable application fee in the amount of \$110.00 per location if alcohol is not served or in the amount \$220.00 per location if alcohol is served.

Name of applicant: Aaron Carmody

Establishment Name: Elma's Pizza

Address: 143 N 4th Ave. 141 N 4th Ave.

Phone/Email: aaron.carmody@gmail.com

- Completed Application Submitted
- Diagram submitted
- Fee Paid 220.00
- Cert of Insurance (additional insured) submitted
- Hold Harmless Certificate submitted

Date Completed Application Submitted: 6-18-2025

City Clerk Approval: *Stephanie J Reinhardt*

Community Development Approval: *[Signature]*

Department of Public Works Approval: *[Signature] 6-23-2025*

Fire Department Approval: *[Signature]*

Date of Common Council Approval: _____

- Copy of Sidewalk Café Policy/Procedures provided to applicant.
 - Copy of Sidewalk Café Ordinance provided to applicant.
- *See back for "Alcohol Being Served Application Submission Information."


HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The undersigned certifies that he or she is a duly authorized agent of Elmo's Pizza, and is duly empowered and authorized to execute this hold harmless and indemnification agreement on behalf of the above referenced party.

The undersigned in consideration of being allowed to use City property to _____, which shall encroach in the public right-of-way adjacent to property located at 143 + 141 N. 4th Ave., do hereby release, acquit, and forever discharge the City of Sturgeon Bay, its officers, agents, and employees (hereinafter known as City), from any and all actions, causes of action, claims, demands, costs, expenses and compensation related to property damages, personal injury or death arising out of any accident or occurrence while maintaining said encroachment in the public right-of-way. The undersigned further agrees to hold harmless and defend the City from any claims or actions arising from said table + chairs as an encroachment in the public right-of-way.

The undersigned agrees that as a condition of the City approving the use as an encroachment in the public right-of-way, it will maintain usage, and continue to provide a minimum of six foot unobstructed area for public use and passage in said public right-of-way.

Dated this 2 day of May, 2025

By:  _____

By: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Stoneman-Schopf Agency, Inc. 209 Green Bay Road PO Box 470 Sturgeon Bay, WI 54235	CONTACT NAME: Jennifer Hagman	FAX (A/C, No): 920-743-1695	
	PHONE (A/C, No, Ext): 920-743-6565	E-MAIL ADDRESS:	
INSURED Streamline Solutions, Inc DBA Elmo's Pizza 143 N 4th Ave Sturgeon Bay, WI 54235	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: BURNS & WILCOX LTD		BUR
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CL1979784	06/11/2025	06/11/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

CITY OF STURGEON BAY 421 MICHIGAN STREET STURGEON BAY, WI 54235	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Jennifer Hagman</i>

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RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to commit \$75,000 for Sawyer Schools playground equipment project.

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

RESOLVED, that the foregoing recommendation be adopted.

Dated: June 24, 2025

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2025.

Sawyer Elementary

School and Westside Neighborhood Community Playground Project

Proposed play area designs

LA RECREATION
Landscape Architecture

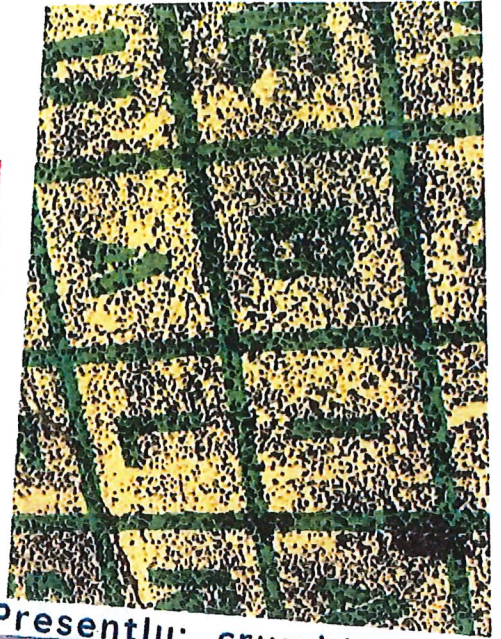


Children ages 2-5

LA RECREATION
Landscape Architecture



Children ages 5-12



Presently: crumbling
blacktop, potholes



Presently: faded, worn and unusable
pieces beyond repair



Presently: rust,
fatigued parts

Sawyer School
and Westside Neighborhood
Community Playground Project

STURGEON BAY CITY COUNCIL TALKING POINTS:

Sturgeon Bay School playground renovation projects began in 2020. Fundraising efforts allowed for the installation of a new playground at Sunrise Elementary in October 2023. Thank you to the Sturgeon Bay City Council for your support of our east side location playground for the school and community. And special thanks to city employees who played a major role in site preparation.

Fundraising efforts continue for the Sawyer School westside neighborhood community playground. The two play areas at this site (ages 2-5; ages 5-12) are over 28 years old. The proposed new play areas would incorporate more climbing structures, serenity areas, as well as be handicapped and disability friendly.

Total project cost:	\$674,604
Funding secured to date:	\$193,852
Remaining balance:	\$480,752

For more information, please contact
Katy DeVillers
Sawyer School Principal
920-746-2815
kdevillers@sbsdmail.net



Click here for online link:
[Online/Square Space/Playground Donations](#)

Scan for
Information



Scan to
Donate

Thank you for your support of our project!

Please consider making a donation to
the Sturgeon Bay District Elementary
Playground project today.



City of Sturgeon Bay
421 Michigan Street
Sturgeon Bay, WI 54235

Phone 920-746-2900
Fax 920-746-2905

Visit our website at: www.sturgeonbaywi.org

July 8, 2025

Stephanie Reinhardt
City Clerk
421 Michigan Street
Sturgeon Bay, WI 54235

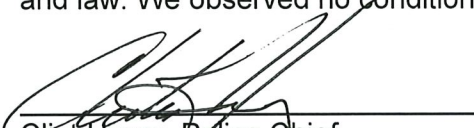
Ms. Reinhardt:

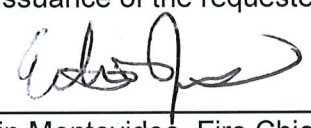
We, the undersigned, have received a request for certification of compliance for a Temporary Class B Beer license:

Ahnapee Legion Baseball Trailblazers
928 North 3rd Avenue
Sturgeon Bay, WI 54235

Location: Memorial Field - 307 N 14th Avenue
Agent: Neal Henrigillis
Dates: 7/25/25 – 7/27/25

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.


Clint Henry, Police Chief
City of Sturgeon Bay


Kalin Montevideo, Fire Chief
City of Sturgeon Bay

City of Sturgeon Bay,

Ahnapee Legion Baseball will be hosting the Senior Varsity AA Regional Tournament at Memorial Field in Sturgeon Bay July 25-27 and we're hoping to be granted a temporary beer license for the event. This would be a help with fundraising for a program that benefits student-athletes from Sturgeon Bay, Algoma, Southern Door, and Sevastopol High Schools. The participating athletes will range from sophomores to graduated seniors from Ashwaubenon, Seymour, Kewaunee County, and Ahnapee across a three-day tournament (Friday July 25th-Sunday July 27th). No day would feature more than three games being played. Memorial Field is a great venue with a nice concession stand which will allow us to keep products on site and supervised.

I appreciate your time and consideration in this manner. If you have any questions my phone number and email address are provided below.

Mr. Neal Henrigillis



Ahnapee Legion Baseball President

Sturgeon Bay Varsity Baseball Coach

(920) 366-2898 henrigilnp05@gmail.com

PUBLIC NOTICE

In the Matter of the Discontinuance of an Unimproved Street
in the City of Sturgeon Bay, Door County, Wisconsin

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the 15th day of July, 2025 at 6:00 p.m. or shortly thereafter, has been set as the time and the Council Chambers, City Hall, 421 Michigan Street, City of Sturgeon Bay, Wisconsin has been set as the place for the Common Council of the City of Sturgeon Bay to hold a public hearing and to take action on the following resolution hereinafter reproduced in full:

CITY OF STURGEON BAY**RESOLUTION DISCONTINUING PORTION OF SOUTH GRANT AVE AND STORMWATER EASEMENT**

Sturgeon Bay, Wisconsin

July 15, 2025

BY THE COMMON COUNCIL OF THE CITY OF STURGEON BAY:

WHEREAS, the Common Council, pursuant to § 66.1003 (4) of the Wisconsin Statutes finds the public interest requires that a portion of South Grant Avenue and a stormwater easement, as specifically depicted and described on the attached map marked Exhibit 1, be vacated and discontinued; and

WHEREAS: pursuant to § 66.1003(4) of the Wisconsin Statutes, prior to action on this resolution:

this resolution shall be introduced on June 3, 2025; and

the plan commission shall review the discontinuance; and

a hearing shall be held on the abandonment, vacation, and discontinuance of the above described right of way and easement on July 15, 2025 at 6:00 PM in the Council Chambers, City Hall, 421 South Michigan Street, Sturgeon Bay, Wisconsin; and

a notice of such hearing shall be served, in the same manner provided for the service or a civil summons on the owners of the frontage of the lots and lands abutting the portion of the above described right of way at least 30 days before such hearing; and

notice of such hearing shall be published in the official newspaper of the City of Sturgeon Bay as a Class 3 notice, once a week for three successive weeks before the date of hearing:
and

the City Attorney shall cause a Lis Pendens to be prepared and filed with the Register of Deeds for Door County, Wisconsin, pursuant to Sec. 840.11, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED pursuant to § 62.1003(4) of the Wisconsin Statutes, the public interest requires that:

the portion of South Grant Avenue and the stormwater easement, as specifically depicted and described on the attached map marked Exhibit 1, be abandoned, vacated, and discontinued; and

the discontinuance of such right of way and easement is hereby ordered; and

the real estate underlying the right of way shall revert to the adjacent property owners to the extent and in the manner provided by law; and

the City Attorney is directed to file a certified copy of this resolution with the Register of Deeds of Door County and to release the Lis Pendens.

EXECUTIVE SUMMARY

Title: Resolution to Discontinue (Vacate) Portion of S. Grant Avenue and Stormwater Easement

Background: The City purchased right-of-way and an easement from Tim Ruenger in order to create a street connection between the end of Grant Ave and Sawyer Drive, as well as to provide stormwater drainage for the proposed street. The description of the right-of-way and the easement were based upon the existing gravel path and storm pond.

Shortly after the right-of-way and easement were acquired, the remainder of the Ruenger parcel was acquired by Haven Ridge, LLC. The new owner has a development agreement with the City to develop the property into a residential subdivision, which includes the Grant Ave connection to Sawyer Drive and an outlot for the storm pond. The preliminary plat was approved by the Council. However, the alignment of the proposed street connection and the description of the outlot do not perfectly match the existing right-of-way and easement.

The proposed solution is to vacate the existing right-of-way and easement, and then have Haven Ridge, LLC dedicate the new right-of-way and outlot via recording the subdivision plat. Therefore, the recording of the vacation resolution would be withheld until the final plat is approved and ready to be recorded.

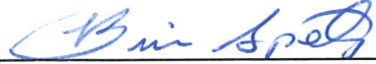
The formal process for the street to be vacated involves the Council introducing a resolution, serving notice on the abutting owners, holding a public hearing, and then adopting the resolution. The Council also typically requests a recommendation from the Plan Commission. If approved, the vacated right-of-way and easement would be attached to the Haven Ridge, LLC property from whence it came. But the subdivision plat would then rededicate these areas based upon their final legal descriptions.

Fiscal Impact: There are minor costs of a few hundred dollars for the street discontinuance process, including recording fees and legal fees.

Recommendation: Approve the resolution for the discontinuance (vacation) of the portion of S. Grant Avenue located north of Sycamore Street and the associated stormwater easement, subject to withholding the recording of the resolution until the final plat of Haven Ridge Crossing is approved and ready to be recorded.

Prepared by: 
Martin Olejniczak
Community Development Director

6-4-2025
Date

Reviewed by: 
Brian Spetz
Senior Engineering Technician

7-7-2025
Date

Reviewed by: 
Josh Van Lieshout
City Administrator

7/8/25
Date

CITY OF STURGEON BAY
RESOLUTION DISCONTINUING PORTION OF SOUTH GRANT AVE AND STORMWATER EASEMENT

Sturgeon Bay, Wisconsin
July 15, 2025

BY THE COMMON COUNCIL OF THE CITY OF STURGEON BAY:

WHEREAS, the Common Council, pursuant to § 66.1003 (4) of the Wisconsin Statutes finds the public interest requires that a portion of South Grant Avenue and a stormwater easement, as specifically depicted and described on the map attached and marked Exhibit 1, be vacated and discontinued; and

WHEREAS: pursuant to § 66.1003(4) of the Wisconsin Statutes, prior to action on this resolution:

this resolution shall be introduced on June 3, 2025; and

the plan commission shall review the discontinuance; and

a hearing shall be held on the abandonment, vacation, and discontinuance of the above described right of way and easement on July 15, 2025 at 6:00 PM in the Council Chambers, City Hall, 421 South Michigan Street, Sturgeon Bay, Wisconsin; and

a notice of such hearing shall be served, in the same manner provided for the service or a civil summons on the owners of the frontage of the lots and lands abutting the portion of the above described right of way at least 30 days before such hearing; and

notice of such hearing shall be published in the official newspaper of the City of Sturgeon Bay as a Class 3 notice, once a week for three successive weeks before the date of hearing; and

the City Attorney shall cause a lis pendens to be prepared and filed with the Register of Deeds for Door County, Wisconsin, pursuant to Sec. 840.11, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED pursuant to § 62.1003(4) of the Wisconsin Statutes, the public interest requires that:

the portion of South Grant Avenue and the stormwater easement, as specifically depicted and described on the attached map marked Exhibit 1, be abandoned, vacated, and discontinued; and

the discontinuance of such right of way and easement is hereby ordered; and

the real estate underlying the right of way shall revert to the adjacent property owners to the extent and in the manner provided by law; and

the City Attorney is directed to file a certified copy of this resolution with the Register of Deeds of Door County and to release the lis pendens.

Adopted _____

Approved _____

Mayor

Clerk

Attachment

DESCRIPTION - Vacation of Right-of-way - Grant Ave:

A tract of land described in Document # 862457 and located in the Northwest one-quarter of the Southwest one-quarter of Section 12, Township 27 North, Range 25 East, City of Sturgeon Bay, Door County Wisconsin, being a 66.00 foot wide strip of land centered on the following described line.

Commencing at the Southeast corner Lot 5 of Maritime Landing plat recorded in Document #722148, thence N 89°13'36" E 33.00 feet to the point of beginning of said centerline, thence along said centerline as follows, N 00°46'24" E 15.50 feet, northeasterly 165.97 feet along a 152.00 foot radius curve to the right (chord bearing N 30°30'29" E 157.85 feet), N 61°47'21" E 401.22 feet, northeasterly 158.07 feet along a 133.00 foot radius curve to the left (chord bearing N 25°19'49" E 158.07 feet), N 11°07'42" W 105.94 feet, northerly 78.05 feet along a 467.00 foot radius curve to the right (chord bearing N 06°20'25" W 77.96 feet), N 01°33'07" W 367.53 feet, and northeasterly 305.80 feet along a 245.65 foot radius curve to the right (chord bearing N 34°06'42" E 286.44 feet) to the intersection with the easterly line of said Northwest one-quarter of the Southwest one-quarter of Section 12 and the termination of said centerline. The southerly termination of said strip of land bears N 89°13'36" E and the northerly termination of said strip bears N 01°33'07" W.

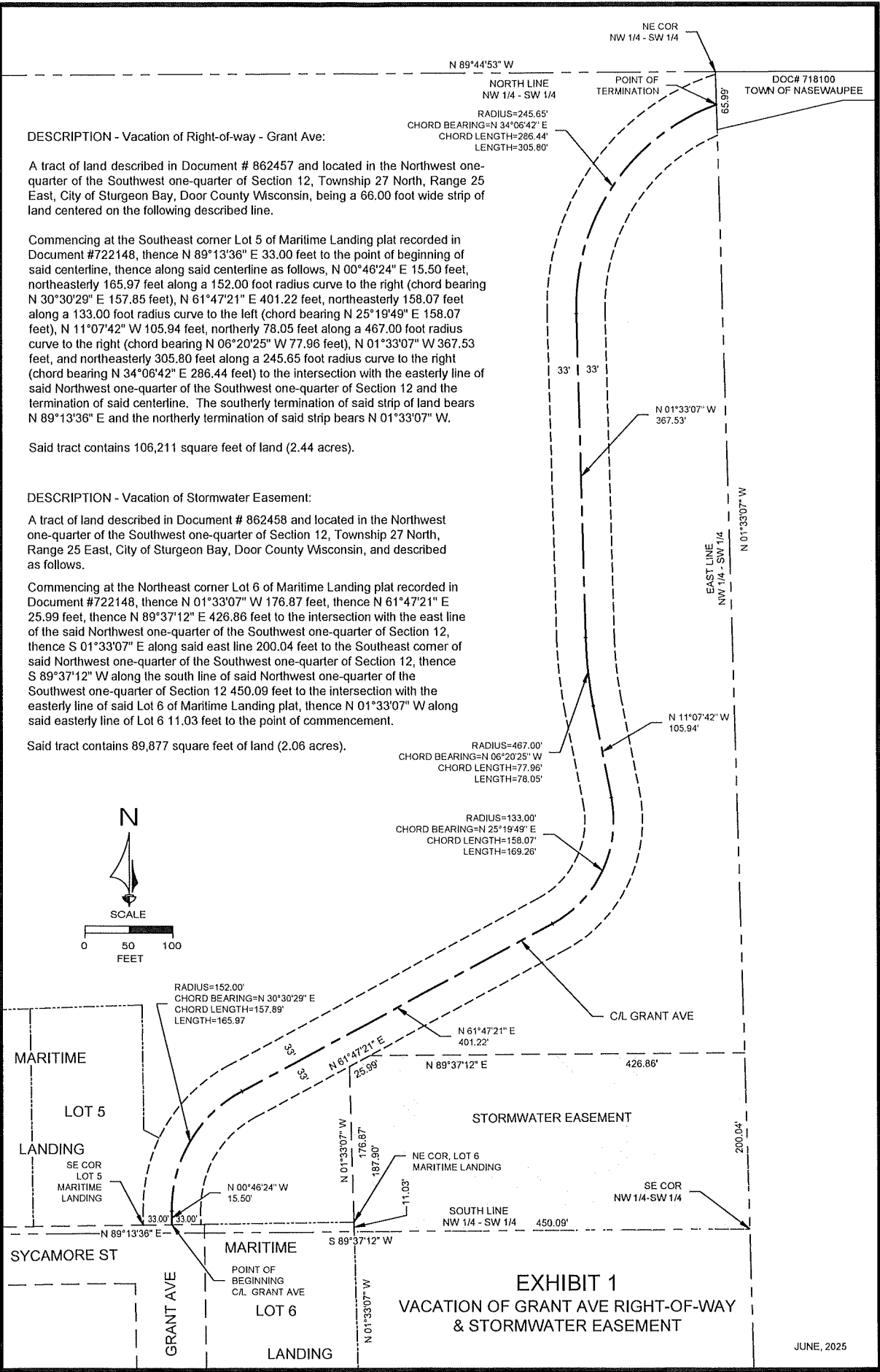
Said tract contains 106,211 square feet of land (2.44 acres).

DESCRIPTION - Vacation of Stormwater Easement:

A tract of land described in Document # 862458 and located in the Northwest one-quarter of the Southwest one-quarter of Section 12, Township 27 North, Range 25 East, City of Sturgeon Bay, Door County Wisconsin, and described as follows.

Commencing at the Northeast corner Lot 6 of Maritime Landing plat recorded in Document #722148, thence N 01°33'07" W 176.87 feet, thence N 61°47'21" E 25.99 feet, thence N 89°37'12" E 426.86 feet to the intersection with the east line of the said Northwest one-quarter of the Southwest one-quarter of Section 12, thence S 01°33'07" E along said east line 200.04 feet to the Southeast corner of said Northwest one-quarter of the Southwest one-quarter of Section 12, thence S 89°37'12" W along the south line of said Northwest one-quarter of the Southwest one-quarter of Section 12 450.09 feet to the intersection with the easterly line of said Lot 6 of Maritime Landing plat, thence N 01°33'07" W along said easterly line of Lot 6 11.03 feet to the point of commencement.

Said tract contains 89,877 square feet of land (2.06 acres).



**EXHIBIT 1
VACATION OF GRANT AVE RIGHT-OF-WAY
& STORMWATER EASEMENT**

JUNE, 2025

ORDINANCE NO. _____

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

SECTION 1: Section 20.27(2) is revised as it pertains to the C-2 district as follows:

- (2) The dimensional requirements relating to lot size, density, yards, height, and floor area shall be as specified for each zoning district in the following table:

Zoning District	Lot Size		Density			Required Yards***			Height	Floor Area per Dwelling Unit (square feet)				
	Minimum Lot Area (square feet)	Minimum Lot Width (feet)	Single Family	Two Family	Multiple Family	Street (feet)	Side (feet)	Rear (feet)	Maximum Building Height (feet)	Single Family	Two Family	Multiple-Family		
												1 Bedroom	2 Bedroom	3+ Bedroom
C-2	6,000	50	—	—	2,000	15	5	15	45	—	—	500	750	1,000

SECTION 2: Section 20.27(3)(c) and (f) - Exceptions to yard requirements - is revised as follows:

- (c) within the C-2 district, the city plan commission may authorize a lesser side yard, *lesser rear yard on corner lots*, and/or a lesser street yard (setback) than required under subsection (2). The intent of this provision is to provide relief from the yard requirements in locations where it is desirable to create, recreate, or maintain a traditional downtown development pattern and character.
- (f) Within the I-2/1-2A Heavy industrial districts, the minimum side yard for any existing building with a side yard that is less than the minimum side yard required in subsection (2) shall be equal to the existing side yard. The intent of this provision is to allow existing buildings to be extended provided the addition is no closer to the side lot line than the existing building.

SECTION 3: Section 20.27(5)(a)1. and (d) - Zero lot line duplexes – is revised as follows:

(a)1. Each lot shall have a minimum lot width of 35 feet and a minimum lot area of 4,000 square feet and a combined lot width of 70 feet and a minimum lot area of 10,000 square feet.

(d) Zero lot line duplexes (attached dwelling units) shall only be permitted on lots that have been identified for such development on the applicable subdivision plat or certified survey map. Such lots shall be identified at the time of approval of the subdivision plat or certified survey map. For all such lots containing less than 50 feet of lot width or 6,000 square feet of lot area, a covenant shall be placed on the face of the subdivision plats and certified survey maps creating such lots as follows: "Development on Lots (*list Lot numbers*) is restricted to the construction of zero lot line duplexes (attached dwelling units)." No odd number of lots may be created nor may construction skip an off number of lots.

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

Approved:

David Ward
Mayor

Attest:

Stephanie Reinhardt
City Clerk

ORDINANCE NO. _____

An Ordinance to Rezone Parcel #281-46-65011200 located at 22 E Pine Street.

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

SECTION 1: The following described property is hereby rezoned from Central Business District (C-2) to Mixed Commercial-Residential (C-5):

Lot Number Twelve (12), Block One (1), in Sorenson's Addition to the City of Sturgeon Bay, in the City of Sturgeon Bay, Door County, Wisconsin.

Said parcel contains 0.178-acres.

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

Approved:

David Ward
Mayor

Attest:

Stephanie Reinhardt
City Clerk

ORDINANCE NO. _____

An ordinance to create Planned Unit Development zoning classification for Parcel #281-62-15000104A, #281-62-15000111A, and future parcel #281-62-15000104C located on the southeastern intersection of Egg Harbor Road and N 12th Avenue.

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

SECTION 1: The following described property is hereby rezoned from General Commercial (C-1) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

Parcel No. 281-62-15000104A: Lot One (1) of Certified Survey Map No. 3195 recorded in Vol. 19 Certified Survey Maps, Page 282 as Doc. No. 813923 being a survey in Subdivision 15 in the Southwest Quarter of the Northwest Quarter (SW ¼ of the NE ¼) of Section Five (5), Township Twenty-seven (27) North, Range Twenty-six (26) East, in the City of Sturgeon Bay, Door County, Wisconsin.

And

Parcel No. 281-62-15000111A: A tract of land located in Subdivision Fifteen (15) of the City of Sturgeon Bay, Door County, Wisconsin, and described as follows: Commencing at the Northeast corner of said Subdivision 15; thence South 00 deg. 22 min. 45 sec. West 241.50 feet to the point of beginning; thence continue South 00 deg. 22 min. 45 sec. West 166.50 feet; thence north 89 deg. 04 min 30 sec. West 456.11 feet; thence North 47 deg. 30 min. 30 sec. West 377.25 feet to the Southwesterly right-of-way of Egg Harbor Road 50.53 feet; thence South 47 deg. 30 min. 30 sec. East 229.15 feet; thence South 89 deg. 04 min. 30 sec. East 229.17 feet; thence North 00 deg. 22 min. 45 sec. East 35.50 feet; thence South 89 deg. 04 min. 30 sec. East 298.00 feet to the point of real beginning.

And

That part of Subdivision Fifteen (15), City of Sturgeon Bay, Door County, Wisconsin, described as follows: Commencing at the Northeast corner of said Subdivision Fifteen (15); thence South 00 deg. 22 min. 45 sec. West, 30.00 feet along the East line of said Subdivision 15; thence North 88 deg. 39 min. 45 sec. West, 331.75 feet; thence South 00 deg. 22 min. 45 sec. West, 408.00 feet to the point of beginning of lands to be described; thence North 89 deg. 04 min. 30 sec. West 401.07 feet along the Southerly line of a parcel of land as described in Vol. 335 Records, Page 523; thence South 86 deg. 28 min. 46 sec. East, thence South 00 deg. 55 min. 30 sec. West, 2.41 feet; thence South 89 deg. 04 min. 30 sec. East, 134.79 feet; thence South 74 deg. 18 min. 55 sec. East, 36.00 feet; thence South 89 deg. 17 min. 15 sec. East, 39.25 feet; thence North 00 deg. 22 min. 45 sec. East, 19.93 feet to the point of beginning.

**Parcels to be further divided by Certified Survey Map creating a third parcel to be known as parcel No. to create future parcel 281-62-15000104C.*

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

A. Underlying zoning: The underlying zoning district shall be General Commercial (C-1). The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below.

B. PUD Requirements: The requirements of the underlying C-1 district shall apply except the hotel shall comply with the following requirements:

1. Lot and Building Layout. The development shall be substantially in compliance with the approved planned unit development plans.
2. Building Height: the hotel shall not exceed 54' 3" in building height, including parapets or roof access stairway.
3. Impervious Surface. The impervious surface ratio for all three sites shall not exceed 84.5%. (Proposed hotel site will include 77% impervious surface and 23% open space. The remaining Boardwalk site will include 84% impervious surface and 16% open space. The remaining Virlee Gunworks site will include 92% impervious surface and 8% open space.)
4. Parking. A minimum of 231 parking spaces are required on the PUD site.
5. Utility Easement. Removal of salt shed and topsoil bunker from the utility easement at the north property line of 1023 Egg Harbor Road.
6. Stormwater. The outfall of the existing storm line on the east side of the PUD site shall be cleaned out prior to installation of storm drains.
7. Final design. The final building design shall be reviewed and approved by the Aesthetic Design & Site Plan Review Board.
8. Signage. Allow cooperative ground sign and ground sign for Hampton on Hampton property.

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

Approved:

David J. Ward, Ph. D.
Mayor

Attest:

Stephanie Reinhardt
City Clerk



Josh Van Lieshout
City Administrator

421 Michigan Street ▪ Sturgeon Bay, WI 54235
Phone: 920-746-2900 ▪ Fax: 920-746-2905
jvanlieshout@sturgeonbaywi.org ▪ www.sturgeonbaywi.org

MEMORANDUM

TO: Mayor Ward and Sturgeon Bay Common Council
FROM: Josh Van Lieshout, City Administrator
RE: Closure of Development Agreement: Sturgeon Bay Historical Society Foundation, Inc. and City of Sturgeon Bay
DATE: July 9, 2025

I am pleased to share and recommend for approval the following agreement, bringing to conclusion the development agreements between the City of Sturgeon Bay and Sturgeon Bay Historical Society Foundation, Inc. for the redevelopment of the former Teweles & Brandeis (and others) grain elevator project.

The purpose of this final agreement is to acknowledge and commemorate the satisfaction of obligations contained in the development agreement and its four amendments, recognize continuing obligations of the development agreement, establish the Lakebed Sublease as the controlling document, and provide for the final disbursements of reimbursable expenses. The City attorney has reviewed the draft agreement and his comments incorporated.

City staff will prepare the utility reimbursement amount and give notice to the Door County Community Foundation to give access to the Maintenance and Operation Fund held by DCCF, approximately \$192,000 as required by amended Section 1(i) of the development agreement.

Confirmation of Completion of Obligations of the Development Agreement Between THE CITY OF STURGEON BAY (the “City”) and the STURGEON BAY HISTORICAL SOCIETY FOUNDATION, INC. (“SBHSF”)

RECITALS

- A. The City and SBHSF (collectively “Parties”) are parties to a Development Agreement, executed July 22, 2019, setting forth certain obligations between the Parties regarding the preservation of the Teweles and Brandeis Grain Elevator (the “Granary”) and certain related development.
- B. The Development Agreement has been amended four times, with the 4th and final amendment executed and effective on December 8, 2023.
- C. The Parties have occasionally disagreed as to proper interpretation of the Development Agreement and its various amendments and therefore desire to confirm, subject to the terms set forth below, those obligations of the Development Agreement as amended that have been satisfied and to identify the surviving obligations of the Agreement.

AGREEMENT AND RELEASE

NOW, THEREFORE, for good and valuable consideration, the Parties agree as follows:

- 1. The City shall take any action required to authorize the release of “the Operation and Maintenance Fund” funds held in escrow for the preservation and maintenance of the Granary, for SBHSF access, within 30 days of execution of this Confirmation.
- 2. Upon release of the Operation and Maintenance Fund, SBHSF shall pay to the City \$29,150.00 which shall be full and final settlement of any obligation to pay for the public pathway. Such payment shall be made no later than 30 days after SBHSF receives access to the Operation and Maintenance Fund.
- 3. The City shall pay \$8,893.00 to SBHSF within 30 days of execution of this Confirmation in full satisfaction of its obligation to reimburse SBHSF for utility extensions.
- 4. Except for those obligations set forth at Section 5 of the agreement as amended by paragraph 4(d) of the Second Amendment to Development Agreement, executed October 20, 2020, Operation of the Granary, that remain in effect until the termination of the Ground Lease, all other obligations set forth in the Development Agreement have been satisfied by both Parties and each Party irrevocably waives any claim against the other under the Development Agreement or any of its amendments.
- 5. Nothing herein is intended to modify the rights set forth in the Ground Lease between the Parties, effective June 18th, 2019, or waive any rights set forth therein.

[Signature pages follow]

The parties hereto have caused this Development Agreement to be executed, effective this _____ of _____, 2025.

CITY OF STURGEON BAY

By:

David Ward, Mayor

By:

Stephanie Reinhardt, Clerk

**STURGEON BAY HISTORICAL
SOCIETY FOUNDATION, INC.**

By:

Matt Young, Board President