

**CITY OF STURGEON BAY
PARKING & TRAFFIC COMMITTEE AGENDA
MONDAY, JUNE 29, 2020
4:30 p.m.
COUNCIL CHAMBERS, CITY HALL
421 MICHIGAN STREET**

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from 5/26/2020
4. Public comment.
5. Consideration of: Request for Payment in Lieu of Providing Parking – Cherryland Properties, Inc.
6. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

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

6/26/2020

8:00 a.m.

ckd

Committee Members: Kirsten Reeths, Chr.
Gary Nault, Vice Chr.
Spencer Gustafson

PARKING & TRAFFIC COMMITTEE

May 26, 2020

A meeting of the Parking & Traffic Committee was called to order at 4:36 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths, Gary Nault and Spencer Gustafson were present. Also present: Police Chief Arleigh Porter, Municipal Services Director Mike Barker, City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak, Police Captain Dan Brinkman, Fire Chief Tim Dietman, Fire Assistant Kalin Montevideo, and Municipal Services Assistant Colleen DeGrave.

Moved by Ald. Nault, seconded by Ald. Gustafson to adopt the following agenda:

- 1. Roll call.**
- 2. Adoption of agenda.**
- 3. Approval of minutes from 1/27/2020.**
- 4. Public comment.**
- 5. Discussion of: Agenda items from January meeting**
- 6. Consideration of: Parklet Pilot Program**
- 7. Consideration of: Street closure for 3rd Ave. from Michigan St. to Jefferson St.**
- 8. Consideration of: On street handicapped parking spaces for Nicolet Bank and Martin Park**
- 9. Adjourn.**

All in favor. Carried.

Moved by Ald. Gustafson, seconded by Ald. Nault, to approve the amended minutes from 1/27/2020. Carried.

Public comment.

The following spoke during public comment: David Hayes, 111 S. 7th Ave., Ken Glasheen, 920 Michigan St., Pam Seiler of Destination Sturgeon Bay, Phil Rockwell, 147 N. 3rd Ave., Sherry Schultz, 159 N. 3rd Ave., George Draeb, 50 N. 3rd Ave., and Reagan Smoker, 336 Louisiana St.

Discussion of: Agenda items from January meeting

Consideration of: Parklet Pilot Program

Chris Sullivan-Robinson stated the purpose of the Parklet Pilot program would be to help businesses. He explained the steps that would be involved in creating parklets. He said the first step would be community support, after which, there is an application and permit fee, design plans and a hold harmless agreement. Construction would be overseen by Municipal Services, and finally maintenance and removal at the end of the duration of the parklet season. Mr. Olejniczak added the program is not just drafted for 3rd Ave., and that parklets could be done with or without the streets open. He said retailers could use it for extra space as well as restaurants. Ald. Nault reported that he had taken a walk down 3rd Ave. and talked with many shop and restaurant owners, and many of them felt parking was already an issue and would be made worse by adding parklets. Ald. Gustafson stated that the Café Permits should be expanded to better utilize the sidewalk. The parklet program needs more review and would be better allowed on a case by case basis. Police Chief Porter and Fire Chief Dietman explained that there are safety concerns and this program could have unintended consequences. Parklets should be used only to divert pedestrians off the existing sidewalk.

Moved by Ald. Reeths, seconded by Ald. Nault to send the agenda item to the Community Protection & Services Committee. All in favor. Carried.

Consideration of: Street closure for 3rd Ave. from Michigan St. to Jefferson St.

Discussion took place on whether to close 3rd Ave. to through traffic, to create more leisure space downtown and encourage more pedestrian traffic. A few drawbacks discussed were whether that would create additional labor on weekends from Municipal Services and additional police monitoring. There were also concerns about increased pedestrian/vehicular conflicts.

Moved by Ald. Reeths, seconded by Ald. Gustafson to send the agenda item to the Community Protection & Services Committee. All in favor. Carried.

Consideration of: On street handicapped parking spaces for Nicolet Bank and Martin Park

Discussion took place on whether to place more handicapped parking at both Nicolet Bank and Martin Park. It was stated that Nicolet Bank has its own handicapped parking stalls off street, but they are distant from the entrance. Mr. Barker requested Nicolet Bank be responsible for cleaning the side ramp entrances during a snow event. More discussion took place on a location for a handicapped parking space at Martin Park.

Moved by Ald. Nault, seconded by Ald. Gustafson to place a handicap parking stall on the north side of 4th Ave as presented by the Zoning Administrator with the condition that Nicolet Bank be responsible for snow removal for the handicap space. All in favor. Carried.

Moved by Ald. Nault, seconded by Ald. Gustafson to place a handicap parking stall on the north side of Pennsylvania St with the approval of the City Engineer.

Meeting adjourned at 6:01 p.m.

Respectfully Submitted,



Colleen DeGrave
Municipal Services Assistant

Executive Summary

Request for Payment in Lieu of Providing Parking – Cherryland Properties, LLC

Background: Jeffrey Jahnke, owner of a property located on 145 S. Neenah Avenue, is planning to redevelop the property into a professional office and two apartment units. This property was recently rezoned to C-5 (Mixed Residential and Commercial). Off-street parking required for the development is a total of four spaces for the residential units and three spaces for the professional office. However, an alternative to providing the spaces is to make a one-time payment in lieu of to the City. The developer is unable to provide the three parking spaces for the office and has requested the payment in lieu of for those three spaces.

Considerations: Per the zoning code, the parking and traffic committee sets the required one-time fee for the parking spaces and a recommendation is made to Council. The fee has historically been determined case by case.


The City Engineer analyzed the cost of adding 3 parking stalls to a new parking lot build, which would include the added stalls and the drive lane. The extra cost to the job would calculate to approximately \$3150.00 for excavation, base, and asphalt. The cost per stall would be approximately \$1050.00. Maintenance costs were not included since the added cost is diminutive.

Factors that the Parking & Traffic Committee have considered in the past have been:


1. The amount or percentage of the parking spaces that the applicant is still providing vs. the number normally required if the fee option wasn't being used. In this case, the property owner is providing parking for the residential units and none for the professional office. Professional offices have limited client interaction and typically require very little parking. In addition, there is no need for overnight parking for the office.
2. Is there any public parking in the area that can accommodate the need? Neenah Avenue allows for on-street parking on the west side of the street. In addition, there is also on-street parking on Oak Street and Sawyer Park.
3. Is there any other circumstance that would dictate an increase or decrease of the fee per space? The property owner is redeveloping the property, which will increase the tax revenue collection from this property. This property is also bordered on two sides by the Downtown Business District. If it were zoned downtown Business District no parking would have been required for the commercial use.

Fiscal Impact: The payment set by the City will go into the parking lot fund, which is a segregated capital fund strictly for municipal parking lot creation and maintenance.

Recommendation: Set the price per space to \$525.00 or a total of \$1575.00. This is based on the regulations in the mixed-use district which grants a 50% reduction for uses in an existing building. Also, for the other reasons stated in this report.

Prepared by: 
Chris Sullivan-Robinson
Planner / Zoning Administrator

6-23-2020
Date

Reviewed by: 
Marty Olejniczak
Community Development Director

6-23-2020
Date

Reviewed by: 
Chad Shefchik
City Engineer

6-23-2020
Date