

AGENDA
CITY OF STURGEON BAY
CITY PLAN COMMISSION
Wednesday, September 17, 2014
7:00 p.m.
Council Chambers, City Hall
421 Michigan Street

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from July 30, 2014.
4. Public comment on non-agenda items.
5. Consideration of: Revised site plan for conditional use – 8-unit apartment building on Lot 6 of Marina View Subdivision – Thorn St.
6. Consideration of: Vacation of portion of N. Ithaca Avenue.
7. Consideration of: Updates regarding West Waterfront Redevelopment Project.
8. Consideration of: Steering Committee for UW-Landscape Architecture Capstone Project.
9. 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.

Plan Commission Members:

Dan Wiegand – Chair
Ed Ireland
Mike Gilson
Laurel Brooks
Jeff Norland
Steve Parent
Dennis Statz

2:00 p.m.
9/12/14
CN

CITY PLAN COMMISSION

Wednesday, July 30, 2014

A meeting of the City Plan Commission was called to order at 7:03 p.m. by Chairperson Dan Wiegand in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members Mike Gilson, Dennis Statz, Laurel Brooks, Steve Parent, Ed Ireland, Jeff Norland, and Dan Wiegand were present. Also present were Community Development Director Marty Olejniczak and Community Development Secretary Cheryl Nault.

Adoption of agenda: Moved by Mr. Ireland, seconded by Mr. Parent to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from June 18, 2014.
4. Public comment on non-agenda items.
5. Consideration of: Conditional use request from Marina View Apartments to construct an 8-unit multiple-family dwelling, with detached garage buildings, located at 249 Thorn Street (Lot 6 of Marina View Subdivision).
6. Conditional use request from Marina View Apartments to construct a 16-unit multiple-family dwelling, with detached garage buildings, located at 238 Thorn Street (Lot 2 of Marina View Subdivision).
- Presentation
- Public hearing
- Consideration of
7. Consideration of: Landscaping plan and placement of fill material, 1222 Memorial Drive.
8. Adjourn.

Carried.

Approval of minutes from June 18, 2014: Moved by Mr. Norland, seconded by Ms. Brooks to approve the minutes from June 18, 2014. Carried.

Public comment on non-agenda items: No one spoke during public comment.

Consideration of: Conditional use request from Marina View Apartments to construct an 8-unit multiple-family dwelling, with detached garage buildings, located at 249 Thorn Street (Lot 6 of Marina View Subdivision): Mr. Olejniczak explained that this item was postponed from the last meeting. A variance was needed, but the plans were revised and there was no need for a variance. The water meter room had been relocated. The garages were moved closer together to comply with setbacks. The landscaping plan was revised and the recycling has been moved to the common area. He recommended approval with the following conditions:

1. The lot must be created by recording the plat of Marina View Subdivision or other means.
2. Thorn Street must be dedicated and constructed in accordance with plans approved by the Common Council or the required bond to cover construction costs must be posted.
3. All portions of the stormwater management system for Marina View Subdivision

impacted by the proposed development on Lot 6 must be installed, including off-site improvements.

4. Any exterior lighting needs to use the cutoff fixtures to prevent spillover onto adjoining parcels.
5. Approval of the final grading plan by the City Engineer.

Mr. Olejniczak added that in regard to the final plat, it cannot be recorded until all things are in place.

Ken Lynch, Marina View Apartments, mentioned this 8-unit is not a waterfront unit and stone will not be applied to the building.

Discussion continued. Moved by Mr. Gilson, seconded by Ms. Brooks to approve the conditional use request, subject to staff's five conditions. All ayes. Carried.

Conditional use request from Marina View Apartments to construct an 8-unit multiple-family dwelling, with detached garage buildings, located at 238 Thorn Street (Lot 2 of Marina View Subdivision):

Presentation: Mr. Olejniczak stated that this is a continuation of the Marina View Subdivision. It is the second lot on the north side of the street. He recommended approval, with the following conditions:

1. The lot must be created by recording the plat of Marina View Subdivision or other means.
2. Thorn Street must be dedicated and constructed in accordance with plans approved by the Common Council or the required bond to cover construction costs must be posted.
3. All portions of the stormwater management system for Marina View Subdivision impacted by the proposed development on Lot 4 must be installed, including off-site improvements.
4. Any exterior lighting needs to use the cutoff fixtures to prevent spillover onto adjoining parcels.
5. Approval of a certificate of appropriateness by the Aesthetic Design and Site Plan Review Board.
6. Approval of the grading plan by the City Engineer.

Mr. Lynch stated that the lot is adjacent to Bay Marine's storage building. Tenants will also use the common dumpster area. This 8-unit will not have stone applied since it is not a waterfront parcel.

The drainage plan was discussed. Mr. Olejniczak said that a retention pond was not required. The City Engineer will have final approval of the drainage plan.

Public hearing: Chairperson Wiegand opened the public hearing at 7:20 p.m. No one spoke during the hearing. There was no correspondence. The public hearing was declared closed at 7:21 p.m.

Consideration of: After discussion, it was moved by Mr. Norland, seconded by Ms. Brooks to approve the conditional use request, subject to staff's recommendations, along with a cedar

hedge to be planted along the north line of the Marina View Apartment property, with planting to continue within 40 feet from the northwest corner of Lot #1.

All ayes. Carried.

Consideration of: Landscaping plan and placement of fill material, 1222 Memorial Drive:

Mr. Olejniczak stated that along Memorial Drive, between 8th Avenue and 15th Avenue, there are special zoning restrictions on what can be done between the shore and the road. Any filling along the shoreline needs to be approved by the Plan Commission and Council. John Wiese, owner of 1222 Memorial Drive, submitted a plan to create a walkway from Memorial Drive to the water, with a firepit and low landscape wall. In addition, he plans to place rip-rap along the shore similar to what the adjoining properties have. The plan also shows a small ramp leading to the water. A DNR approval is needed for the rip-rap, which has been applied for. Council has already approved this request.

Commission members discussed the proposal. Moved by Mr. Wiegand, seconded by Mr. Parent to approve the shoreline project, subject to DNR approval. All ayes. Carried, with Mr. Gilson abstaining.

Adjourn: Moved by Mr. Statz, seconded by Ms. Brooks to adjourn. Carried. Meeting adjourned at 7:31 p.m.

Respectfully submitted,



Cheryl Nault
Community Development Secretary

ADDENDUM TO EXECUTIVE SUMMARY

Title: Revised Site Plan for Conditional Use – 8-Unit Multiple-Family Dwelling for Marina View Apartments (Lot #6)

Background: Marina View Apartments LLC (Dan Schott, agent) received conditional use approval for an 8-unit multiple-family dwelling and detached garage buildings on Lot 6 of the proposed plat of Marina View Subdivision. Subsequently, the applicant has revised the site plan. The apartment building, garages and parking lot are all rotated 90 degrees. Because the revision is a significant change to the site plan, the new plan requires Plan Commission approval.

Revised Site Plan: The apartment building now faces the road rather than facing toward the water. The garages and parking area are now located on the south side of the lot behind the apartments, rather than on the side. There are no changes to the buildings themselves, other than the 5' x 5' utility room being put back to the side of the building.

The stated reason for the change is that the developer feels there would not be good views of the water from the units. The original layout attempted to maximize the views toward the water. Since those views will not be significant, the developer feels that turning the buildings will be a better layout in terms of aesthetics and building placement. Under the originally approved plan, the utility room for the water meters had to be relocated to the corner of the building in order to meet the street setback. Under the revised layout, the utility "bump-out" can go back to the side of the building just like the other apartment building in the development. Also, the garages had to be squeezed together under the previous plan in order to meet setbacks. With the revised plan, there is more space between the garages. There is now 12 feet between garages as opposed to 8 feet.

The new layout complies with all required yards and other basic parameters in the zoning code. The garages and parking area are less visible from the road.

Aesthetic Design and Site Plan Review Board Action: The project is subject to the aesthetic design and site plan review process of the zoning code. The Aesthetic Design and Site Plan Review Board meets on September 15th.

Recommendation: The revised proposal complies with zoning requirements and offers advantages over the previous plan. The recommendation is for approval with the following recommended conditions:

1. Approval of the Aesthetic Design & Site Plan Review Board.
2. All other conditions of the Plan Commission approval of July 31, 2014 remain in effect.

Prepared by:

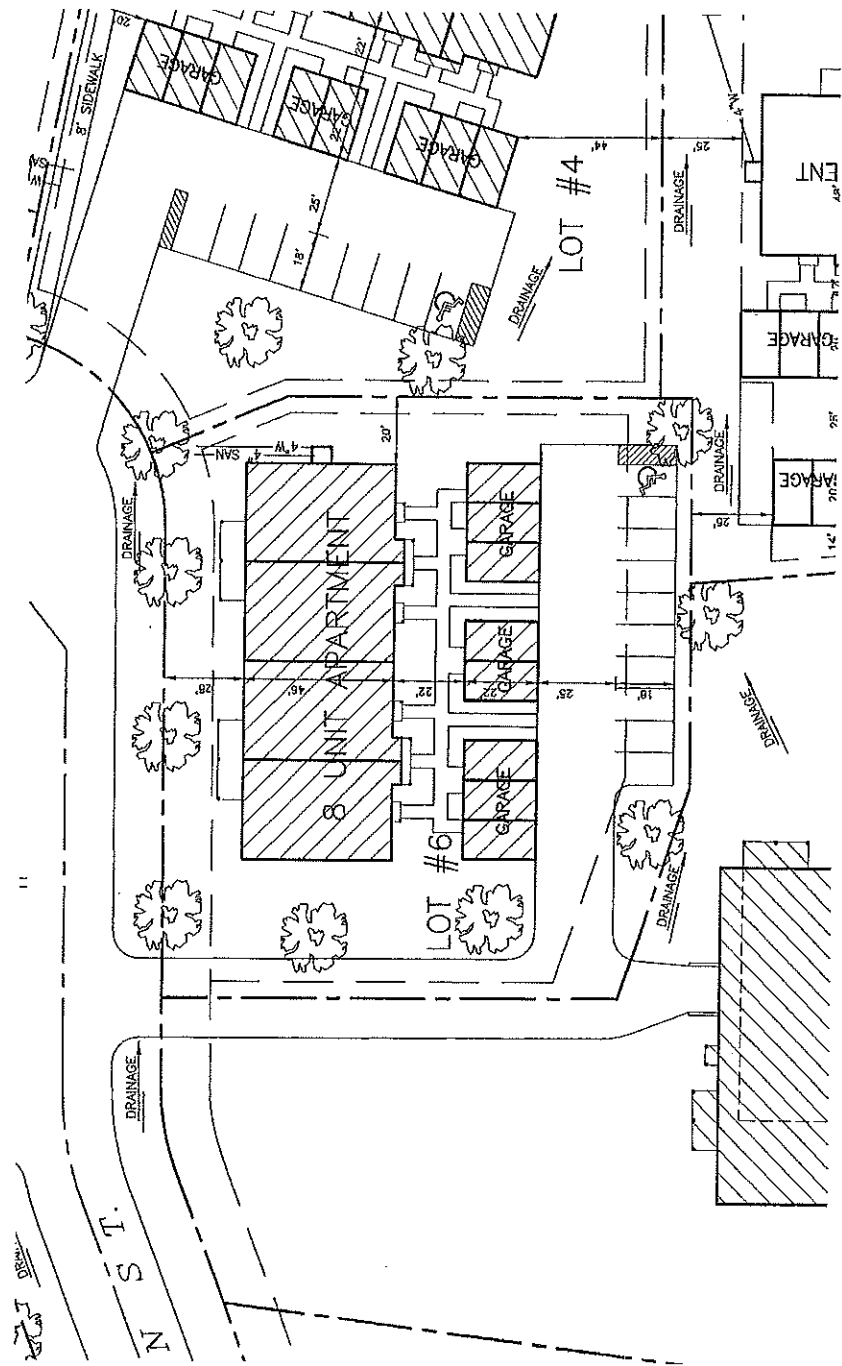

Martin Olejniczak, Community Development Director

9-12-14
Date

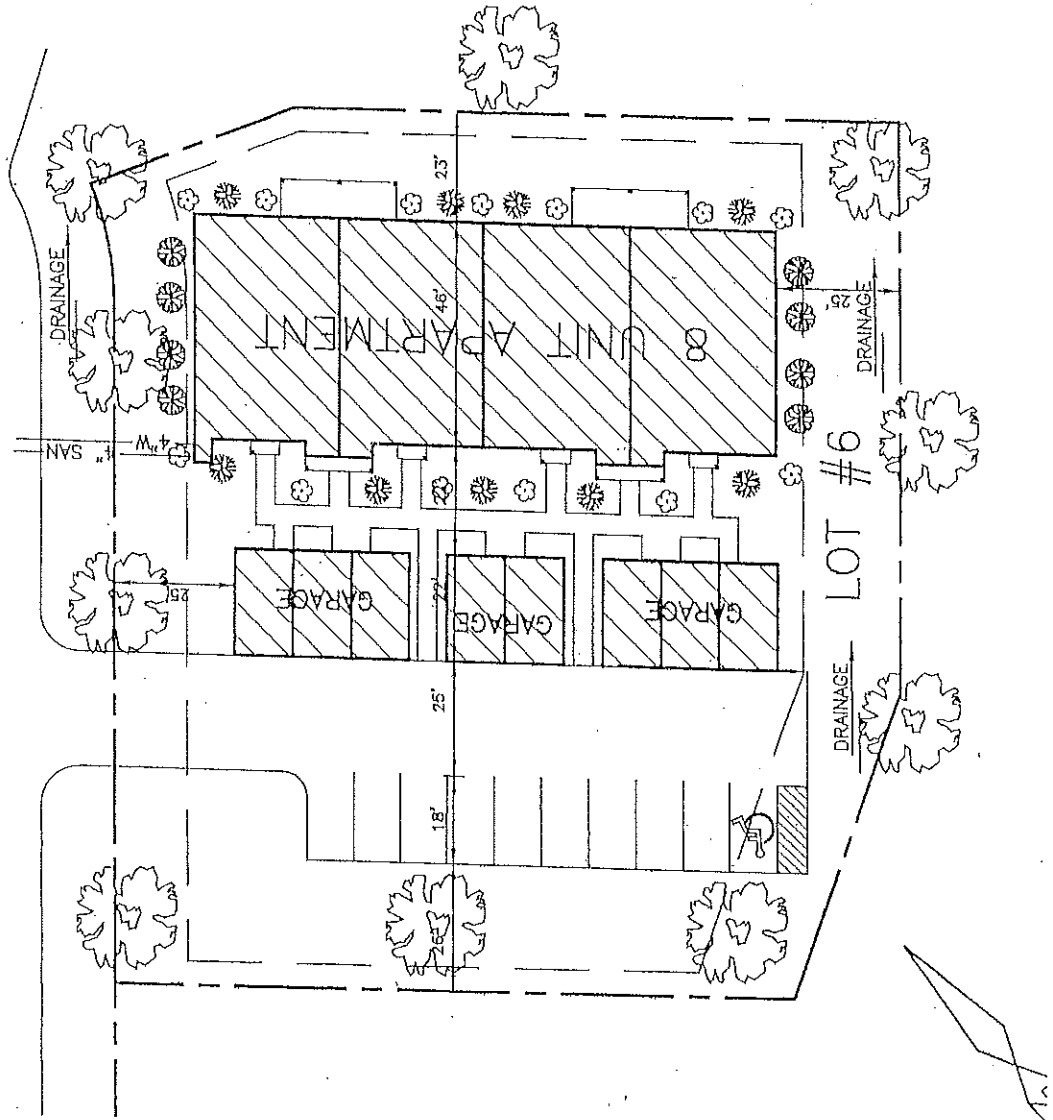
Reviewed by:

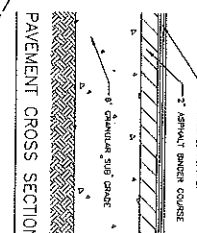
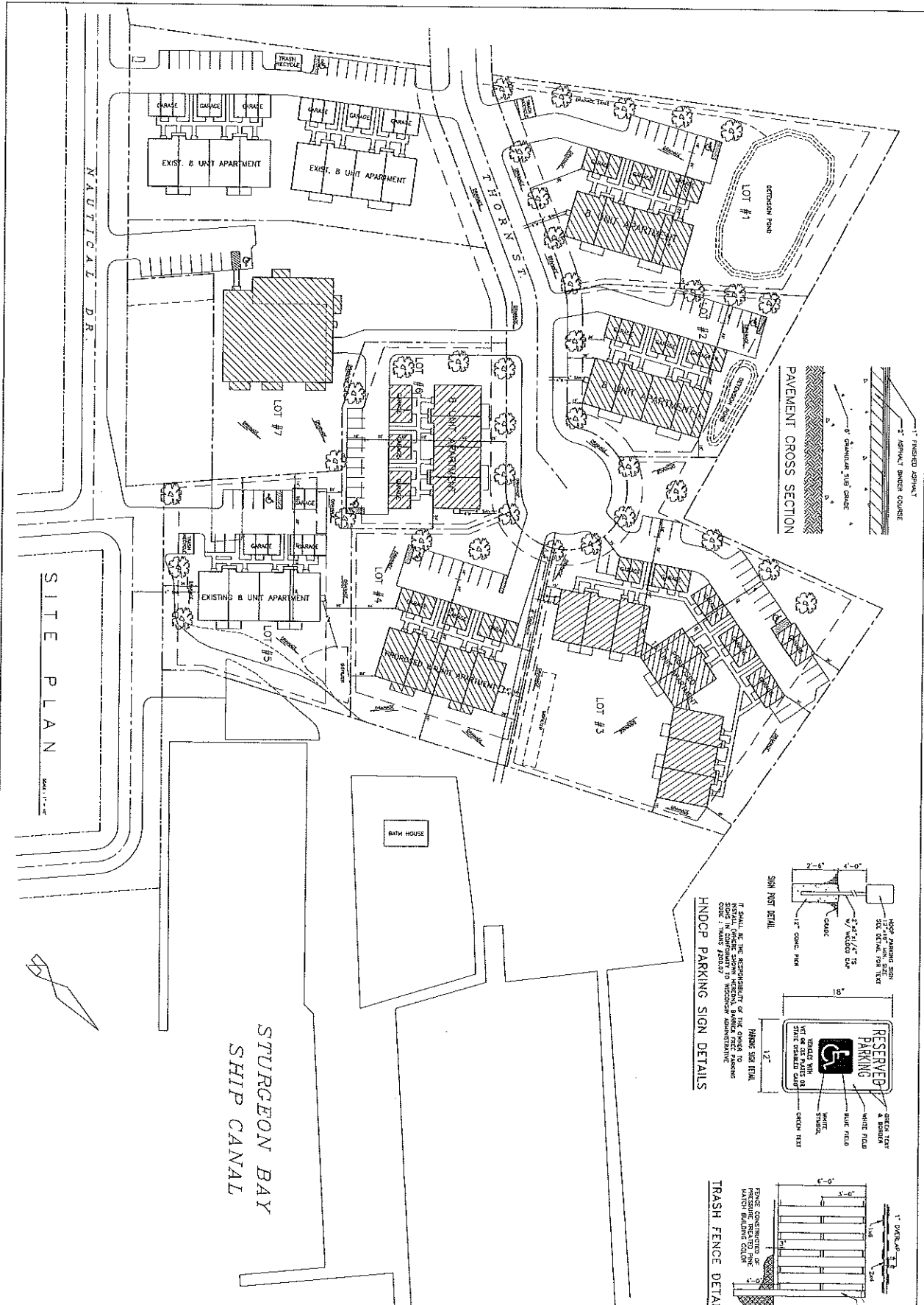

Tony Depies, City Engineer

9-12-14
Date

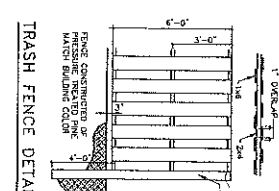
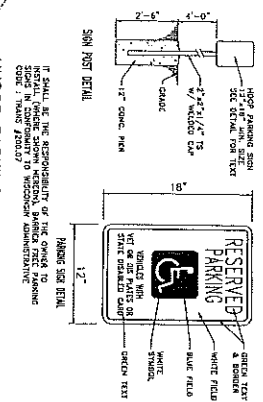


PREVIOUSLY APPROVED





HNDOP PARKING SIGN DETAILS



EXECUTIVE SUMMARY

Title: Narrowing of Ithaca Avenue

Background: In 2011 the City received a request from Richard Skare to vacate the north end of Ithaca Avenue, a dead end street that has never been fully improved. The Plan Commission recommended approval of that request. The Council opted to instead proceed with narrowing the right-of-way of Ithaca Ave to 20 feet for the entire block. This would effectively turn the street into a functional alley. There was support from the abutting property owners. A lis pendens document was required to be recorded with the Register of Deeds to get the official process started. The City Attorney drafted the necessary document, but the Register of Deeds rejected the document because of problems with the legal description. The issue was then set aside.

There is renewed interest in narrowing the street and the problems with the description have been resolved. Because of the passage of time, it is recommended to start over with the proceedings. The first step is a recommendation from the Plan Commission. If that is approved, then the Council will hold a hearing and eventually take formal action. If the partial street vacation is ultimately approved, each abutting property owner would get 20 feet of land. The center 20 feet of the street would remain as right-of-way for access to the back of the lots.

Recommendation: The idea of narrowing the width of the street to 20 feet still makes sense in the eyes of City staff. The recommendation is to vacate the easterly 20 feet and the westerly 20 feet of Ithaca Avenue from Juniper Street north to the end.

Prepared by: Martin Olejniczak
Martin Olejniczak, Community Development Director

9-12-14
Date

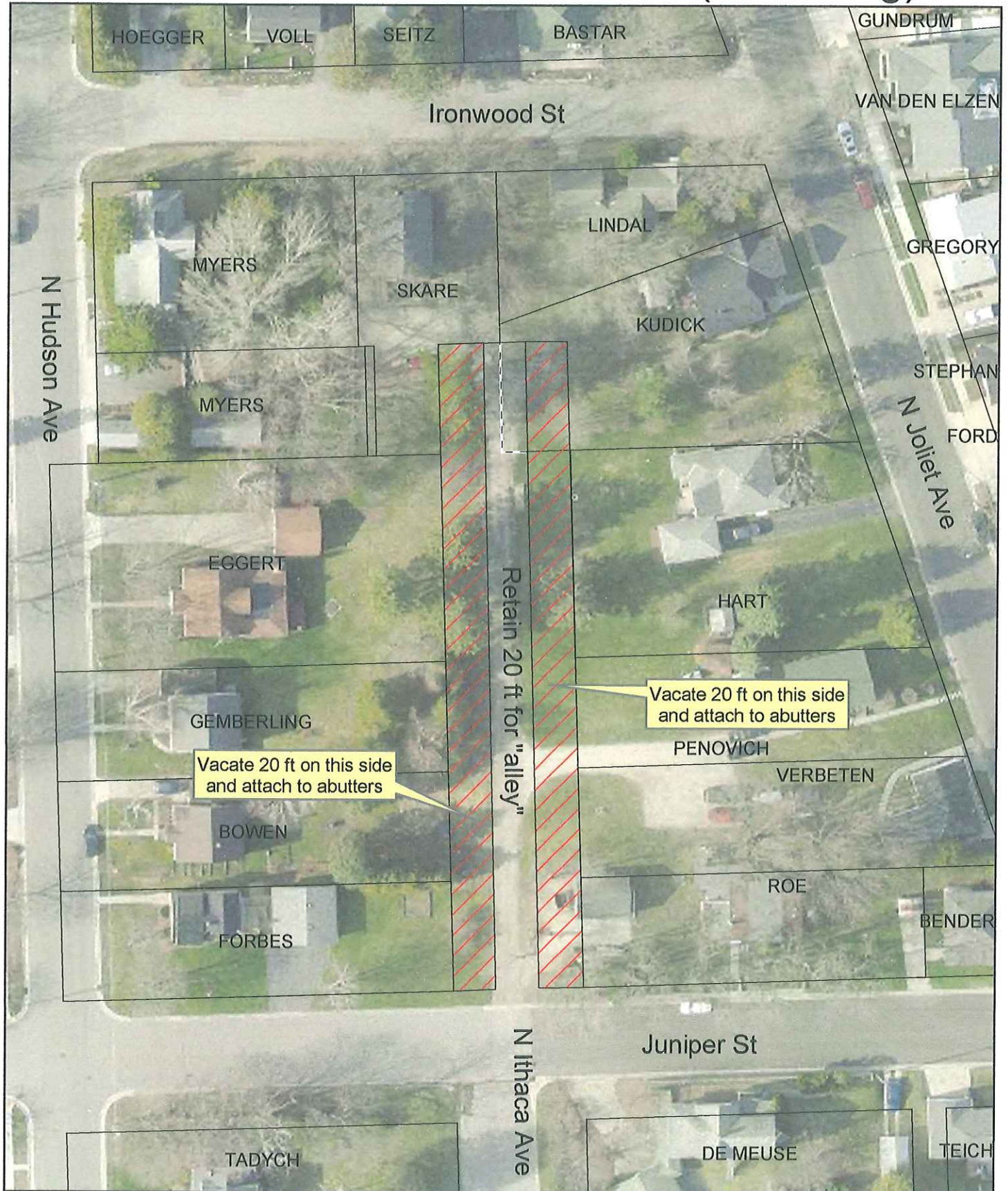
Reviewed by: Tony Depies
Tony Depies, City Engineer

9-12-14
Date

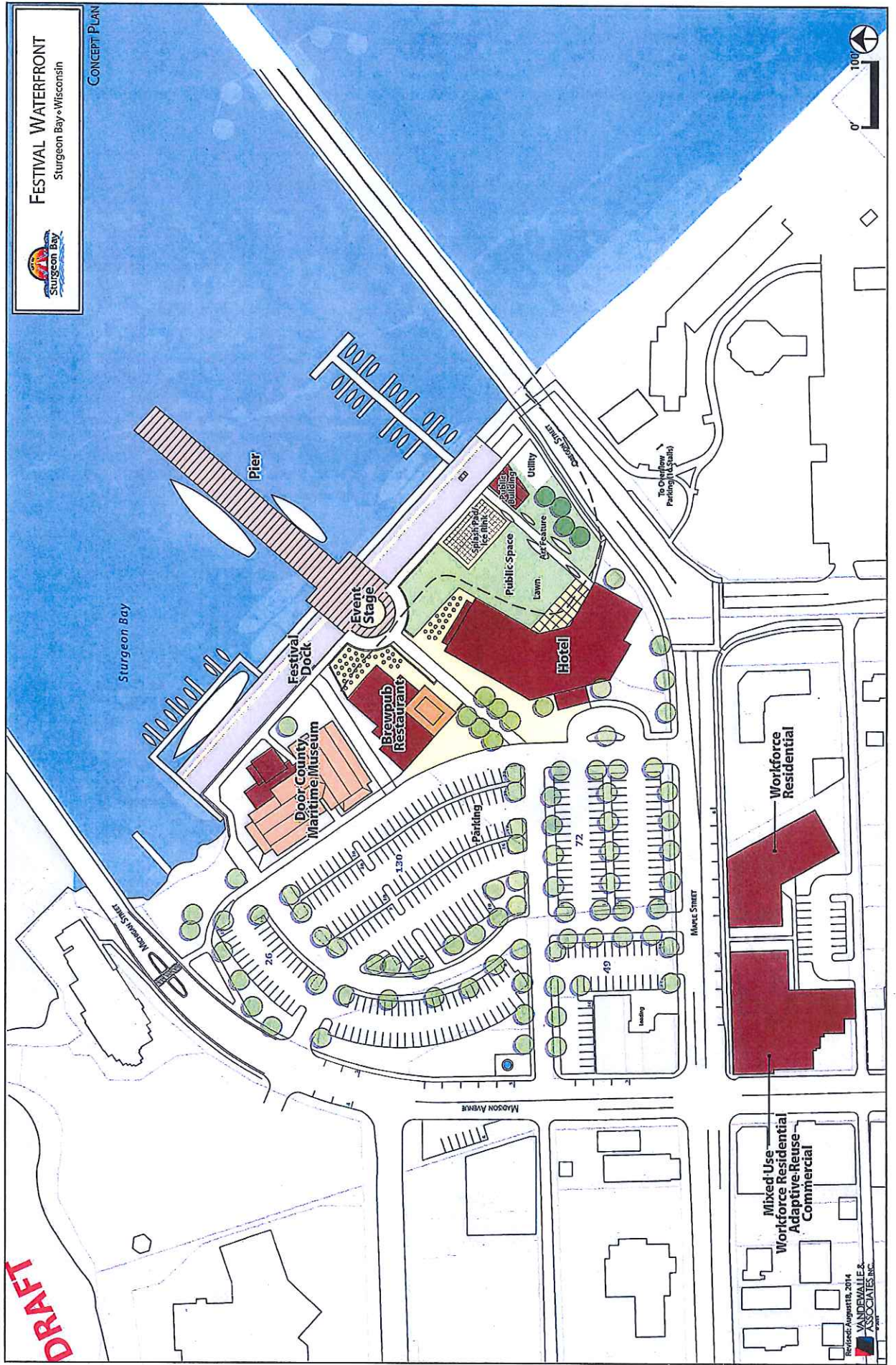
Reviewed by: Stephen McNeil
Stephen McNeil, City Administrator

9-12-14
Date

Ithaca Avenue - Street Vacation (Narrowing)



September 12, 2014

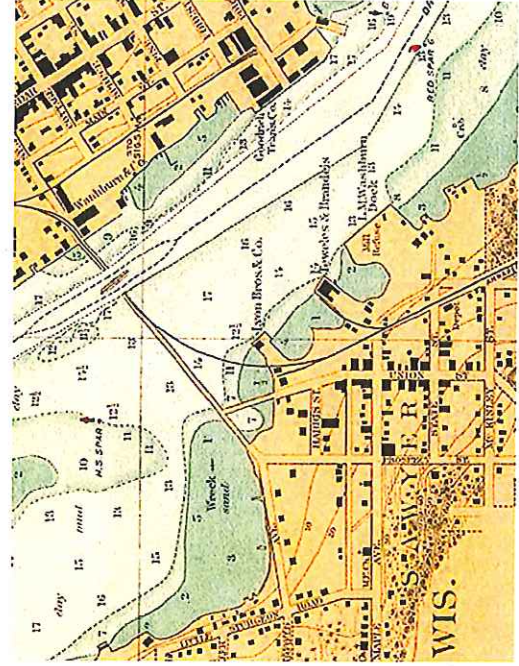


FESTIVAL WATERFRONT
Sturgeon Bay • Wisconsin

HISTORIC IMAGES



A postcard shows Madison Avenue (Union Street) on the west side. The buildings face east with a grain elevator at the foot of the street on the shore. The limestone building on the left is the Sawyer branch of the Bank of Sturgeon Bay.



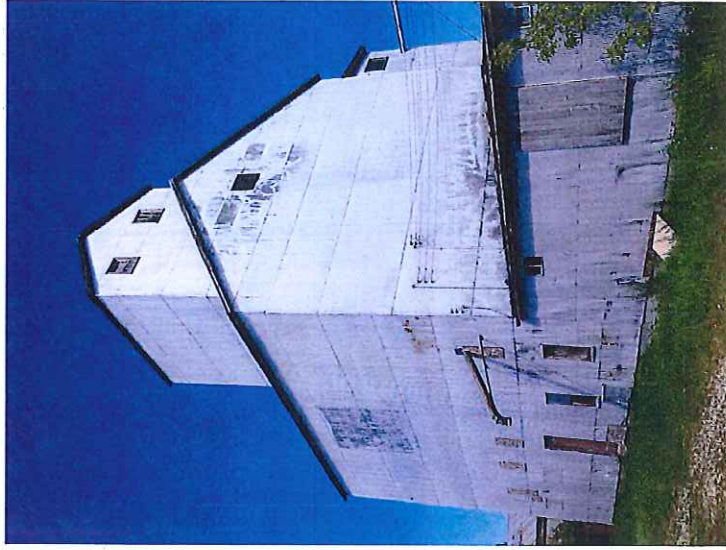
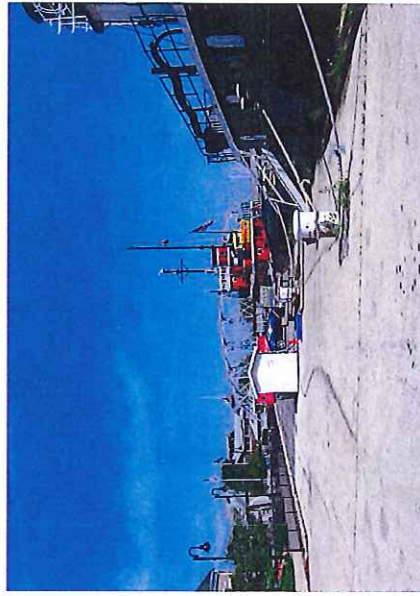
Postcard from Sturgeon Bay book by Ann Jenkins and Maggie Weir



FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

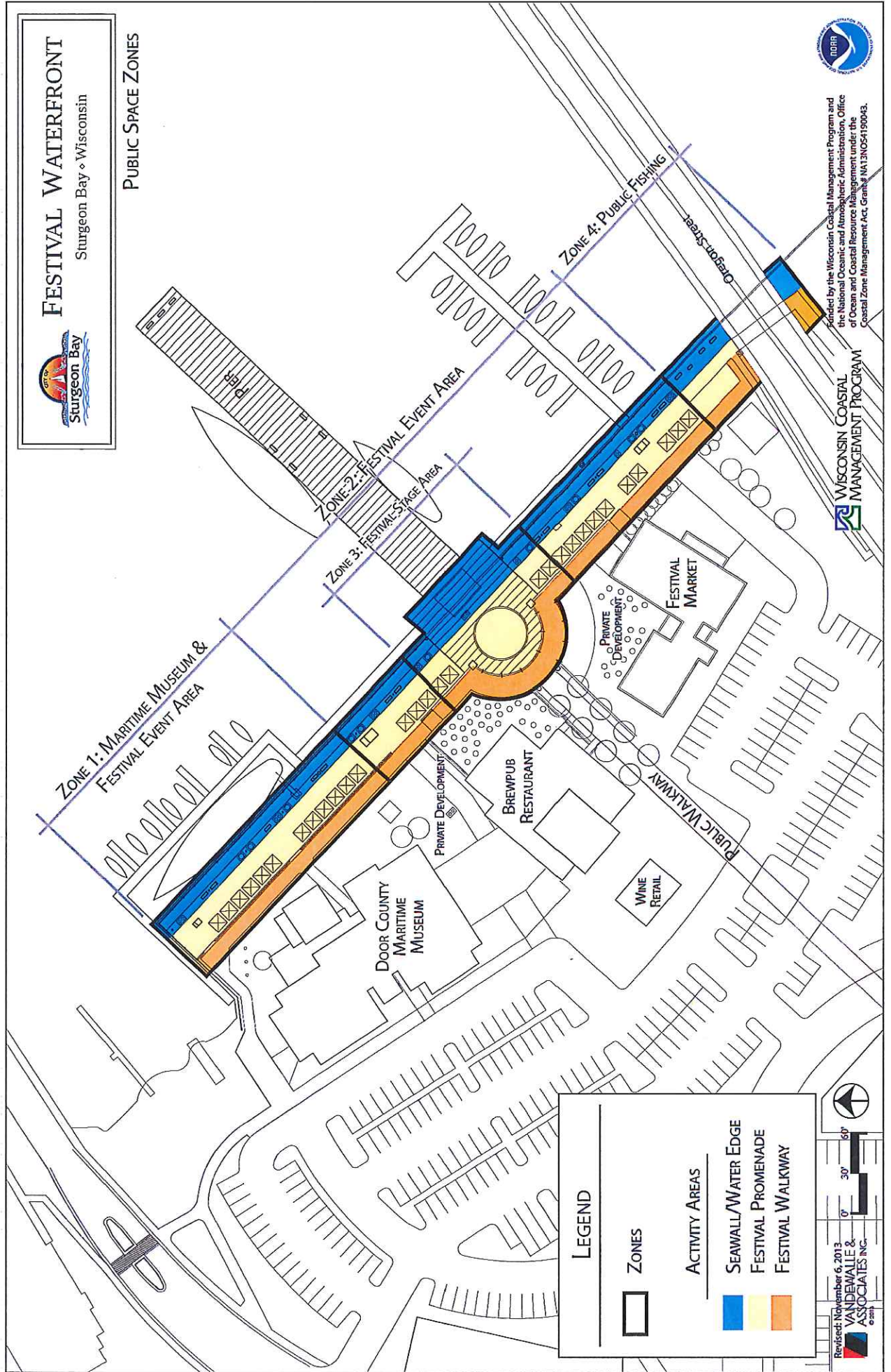
EXISTING CONDITIONS



FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

PUBLIC SPACE ZONES



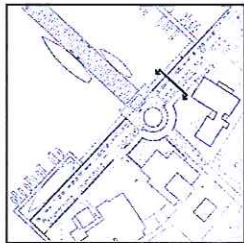
Co-funded by the Wisconsin Coastal Management Program and the National Oceanic and Atmospheric Administration, Office of Ocean and Coastal Resource Management under the Coastal Zone Management Act Grants N013N04150043.

WISCONSIN COASTAL MANAGEMENT PROGRAM



0' 30' 60'

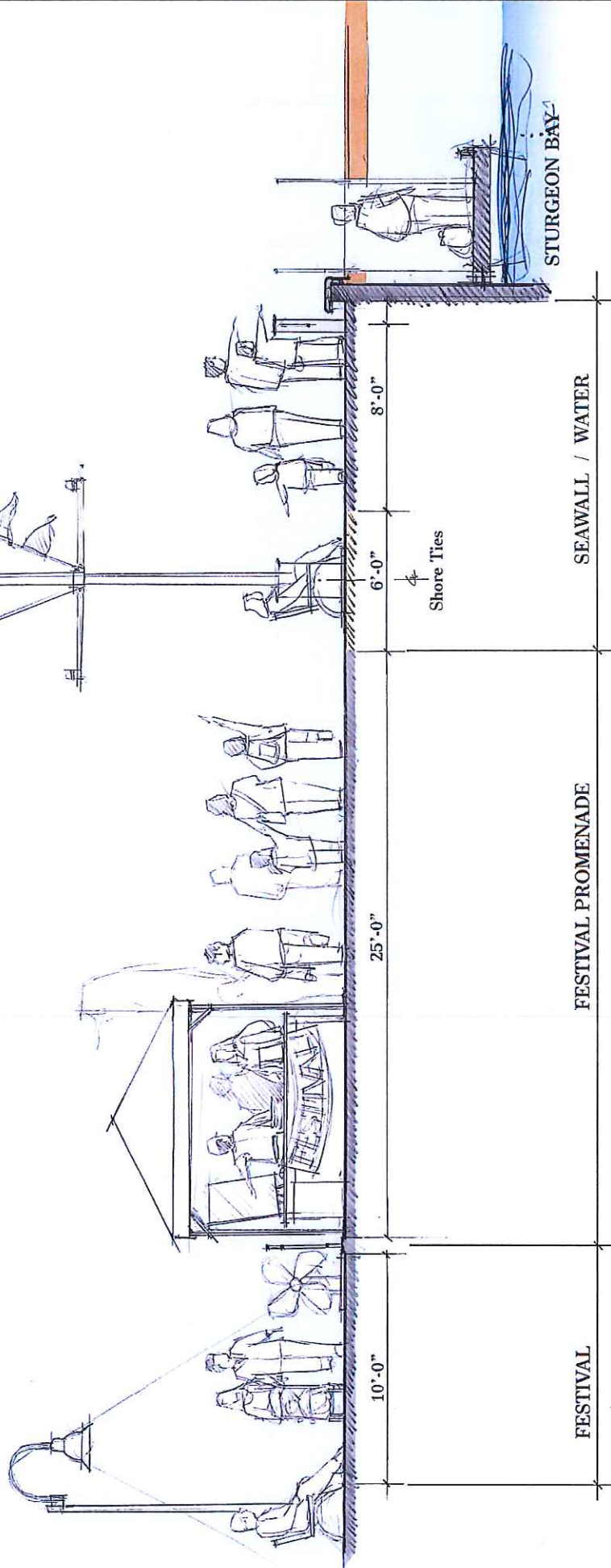
Revised: November 6, 2013
VANDEWALLE & ASSOCIATES INC.
© 2013



FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

SECTION: ACTIVITY AREAS

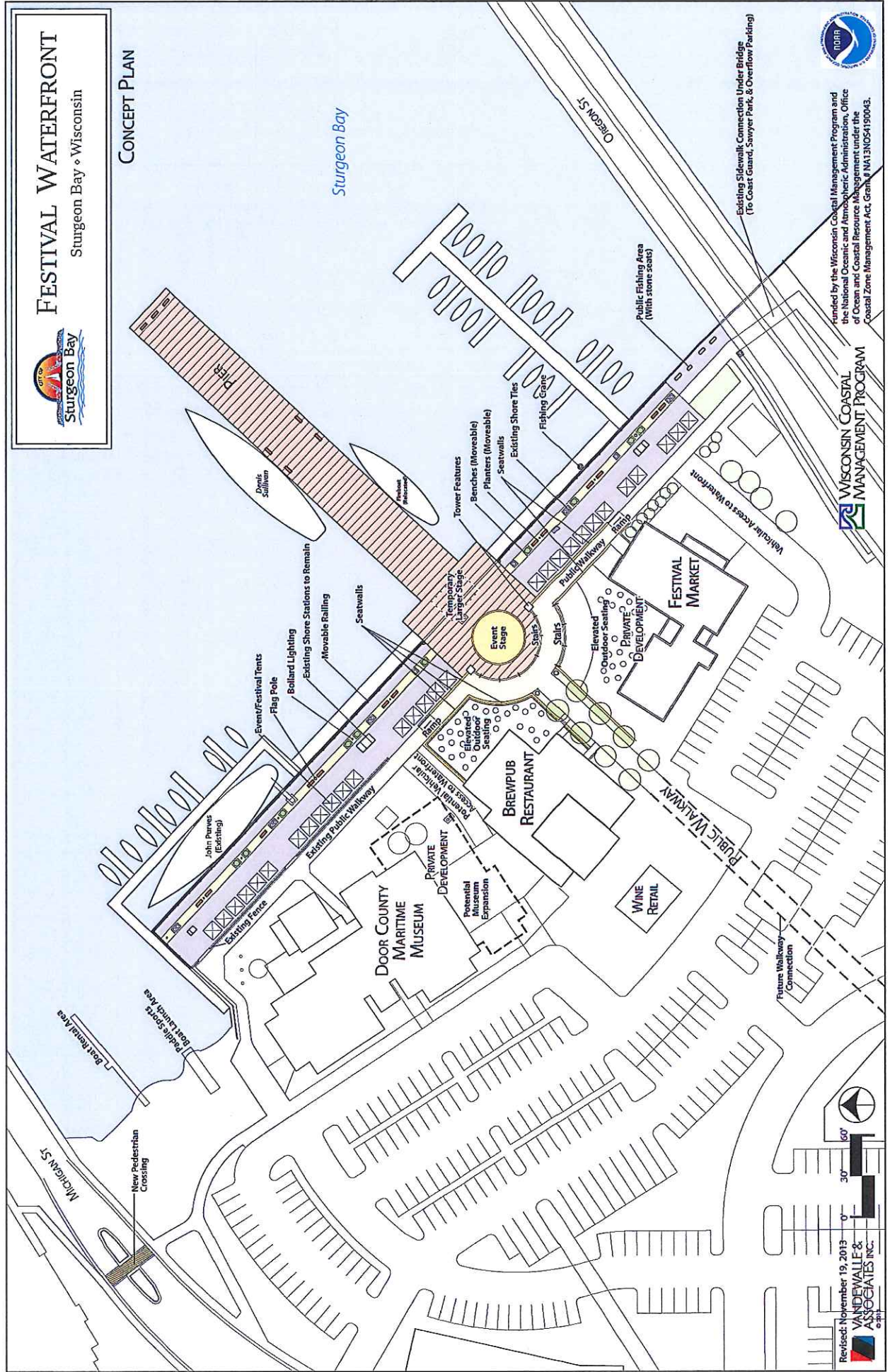


FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin



CONCEPT PLAN



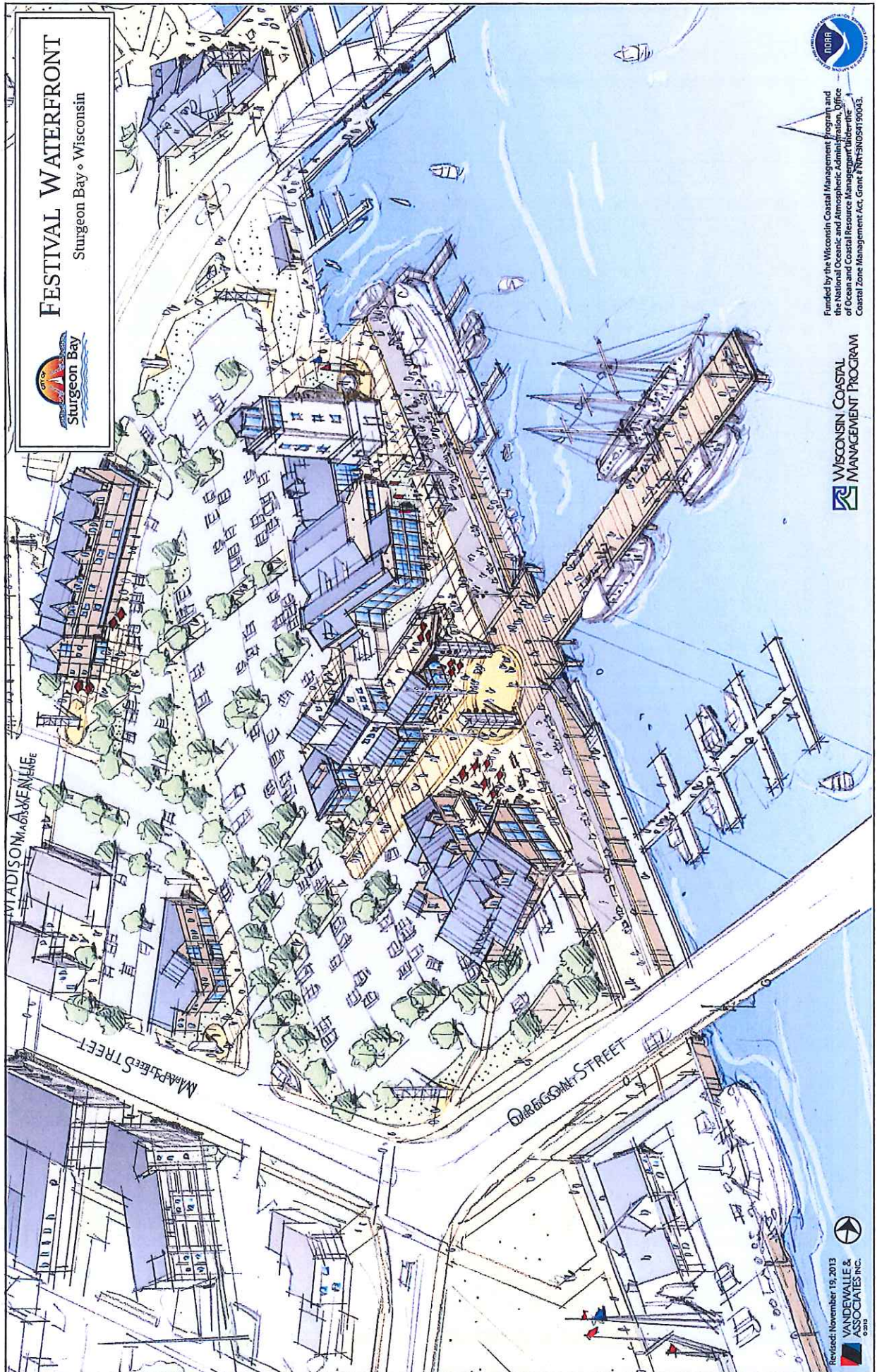
Funded by the Wisconsin Coastal Management Program and the National Oceanic and Atmospheric Administration, Office of Ocean and Coastal Resource Management under the Coastal Zone Management Act, Grant #NA13N054150403.



Revised: November 19, 2013
VANDERWALL & ASSOCIATES INC.
© 2013

FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin



Funded by the Wisconsin Coastal Management Program and the National Oceanic and Atmospheric Administration, Office of Ocean and Coastal Resource Management. Cooperative Agreement # NA15NO04190043.

WISCONSIN COASTAL
MANAGEMENT PROGRAM

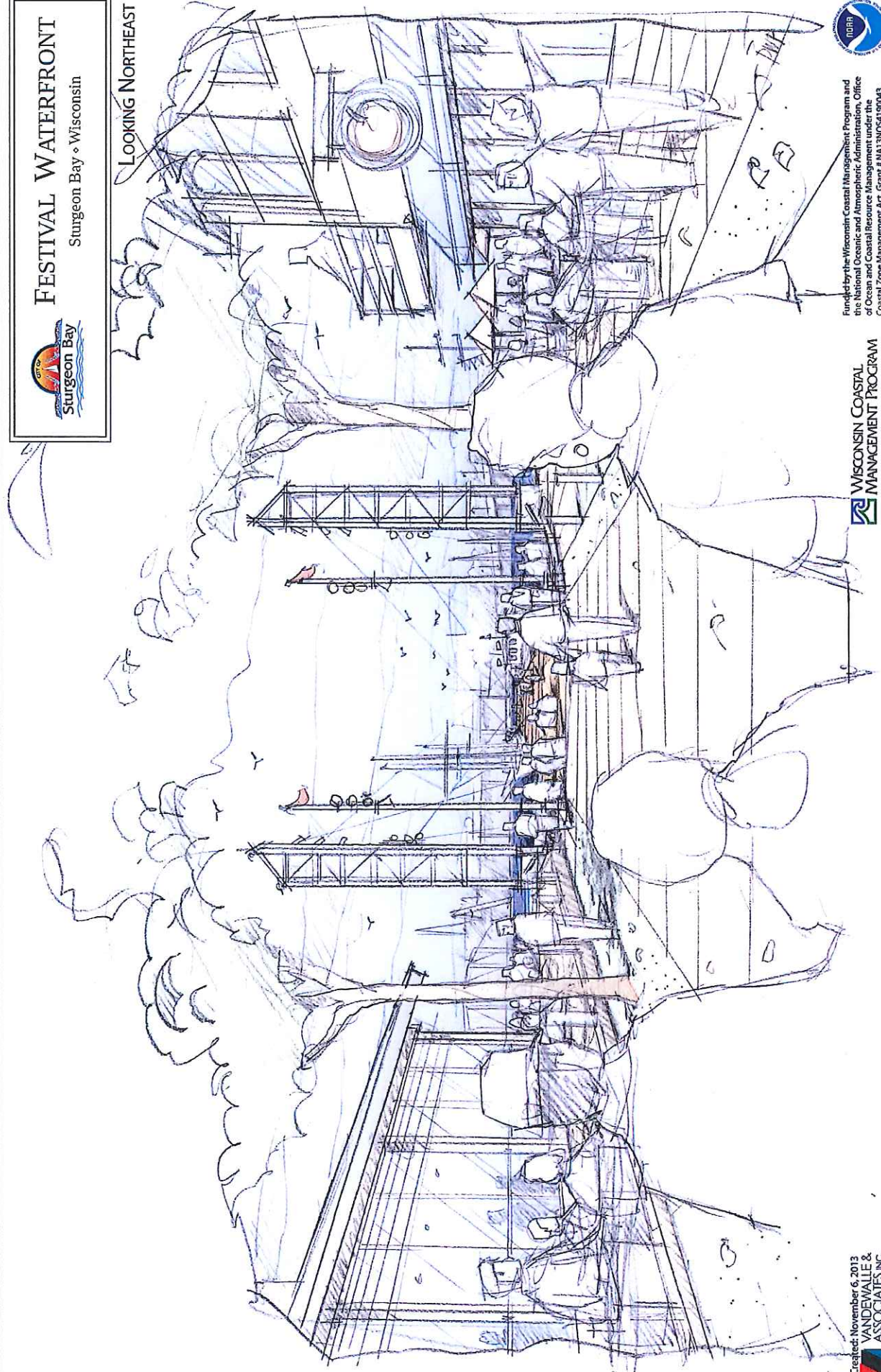
Revised: November 19, 2013
VANDEWALLE &
ASSOCIATES INC.
© 2013

FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin



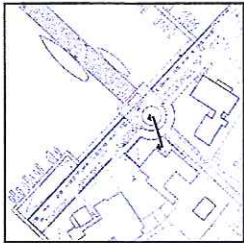
LOOKING NORTHEAST



Funded by the Wisconsin Coastal Management Program and the National Oceanic and Atmospheric Administration, Office of Ocean and Coastal Resource Management under the Coastal Zone Management Act, Grant # NA13N0541-90043.



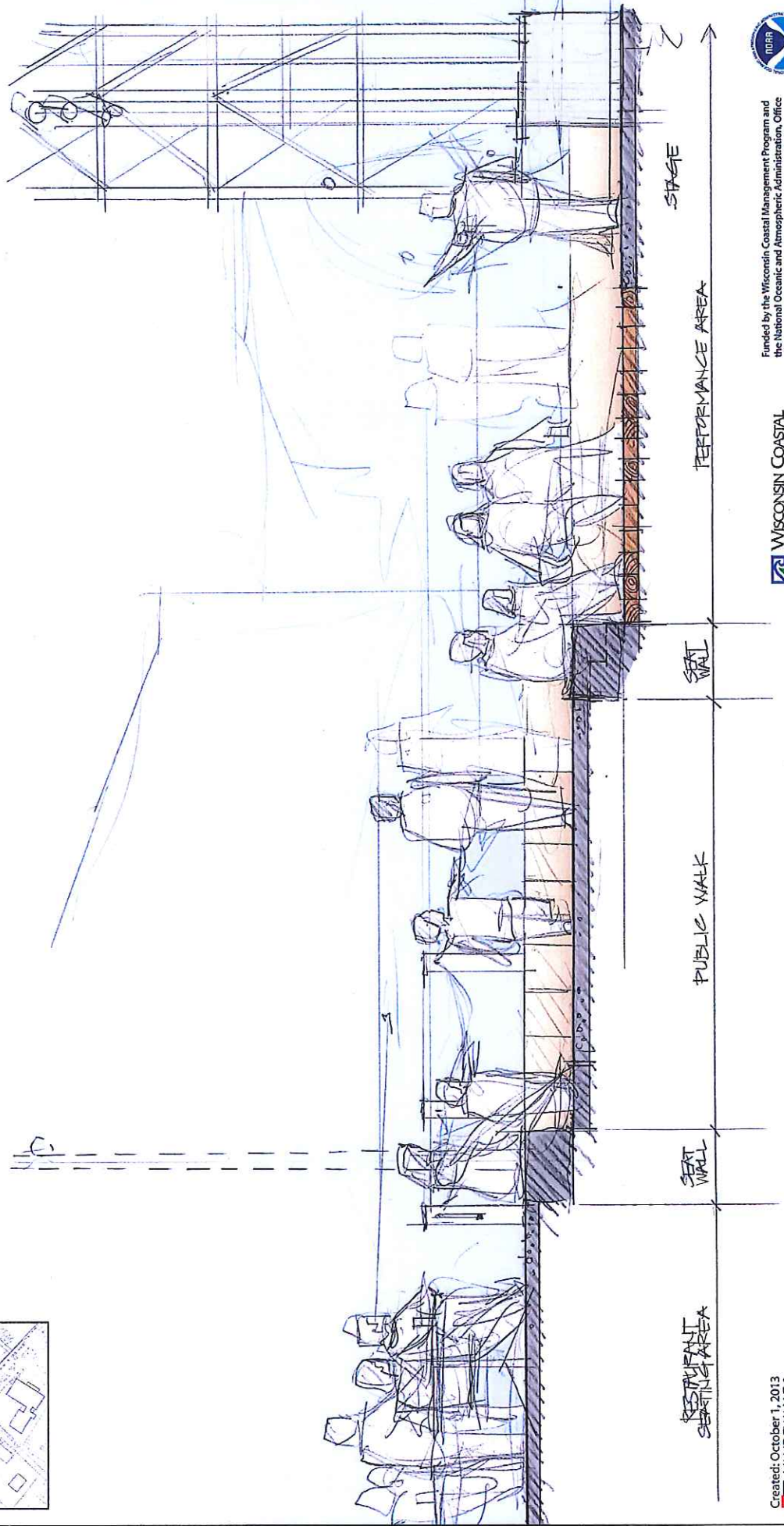
Created: November 6, 2013
VANDEWALLE & ASSOCIATES INC.
© 2013

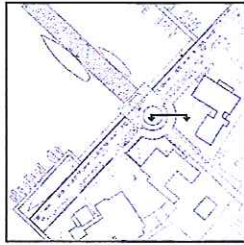


FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

SECTION: BREWPUB AND STAGE

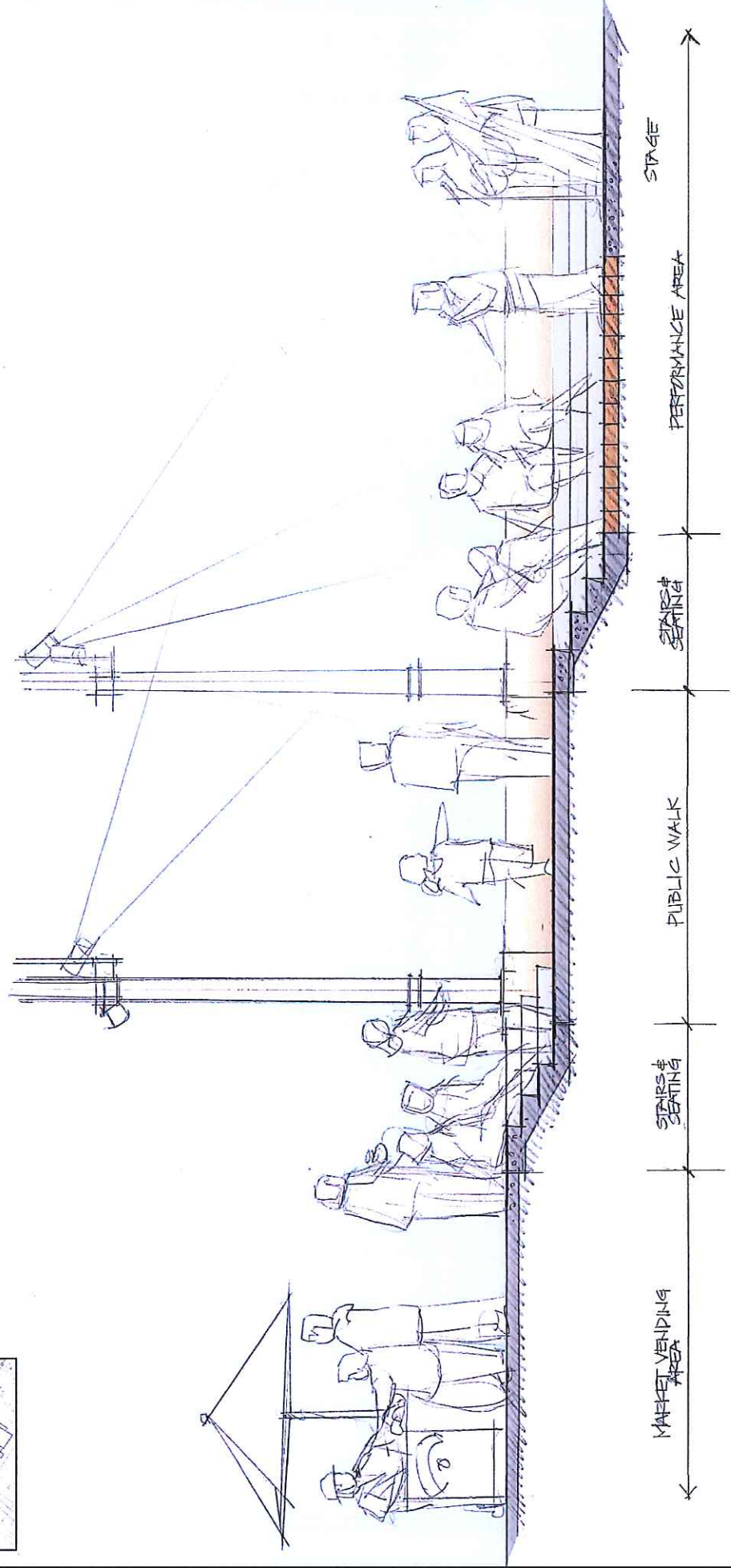




FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

SECTION: FESTIVAL MARKET AND STAGE

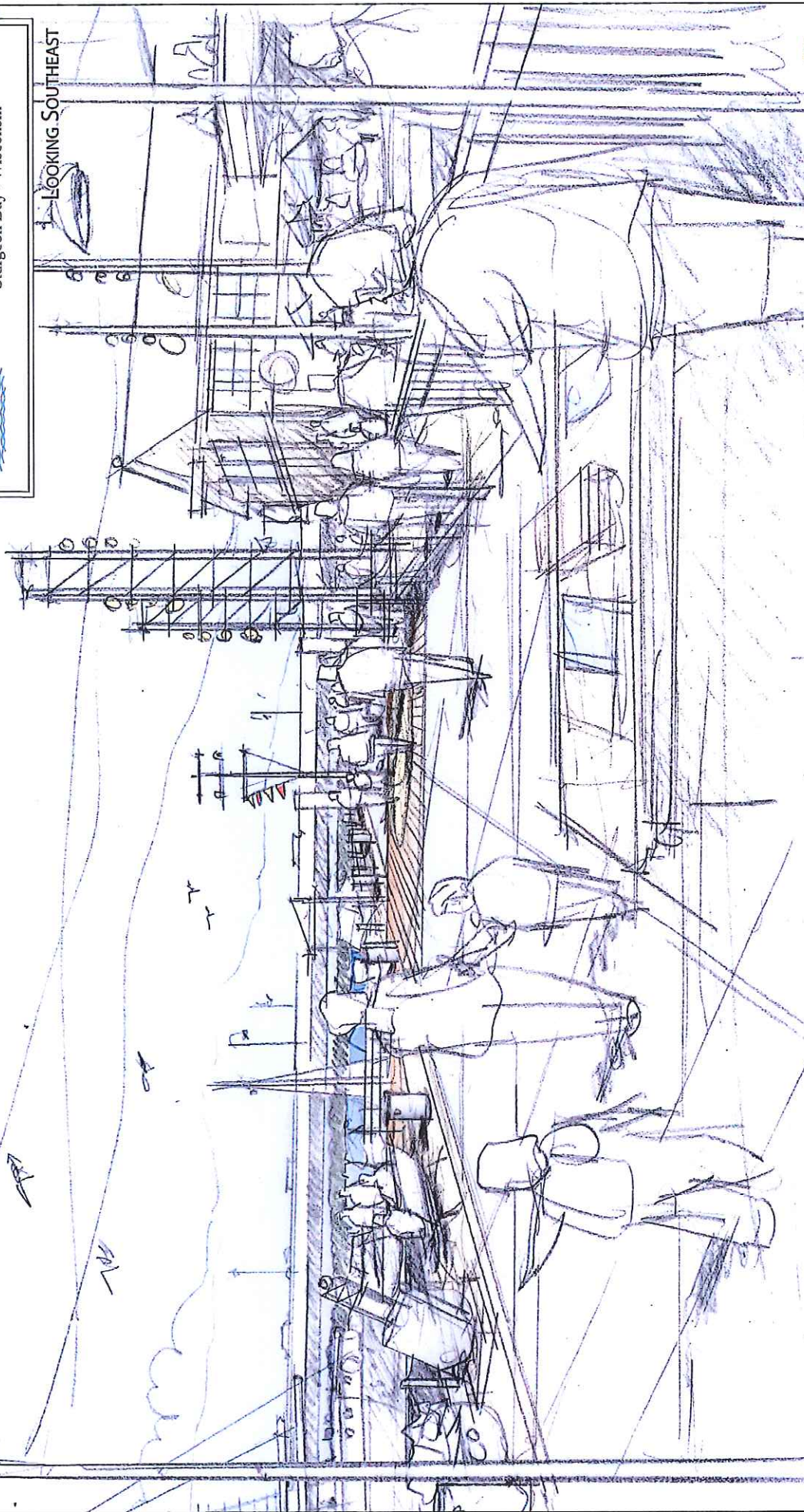




FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

LOOKING SOUTHEAST

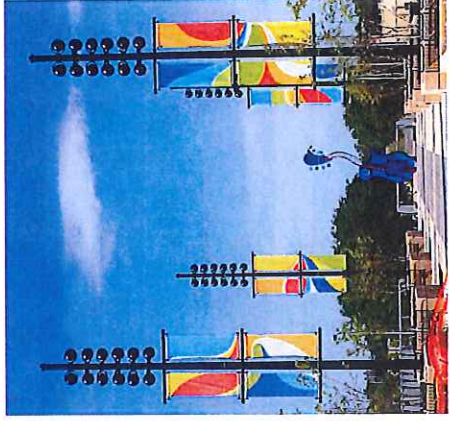
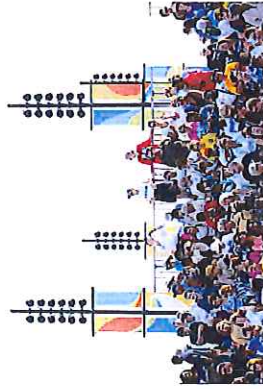




FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

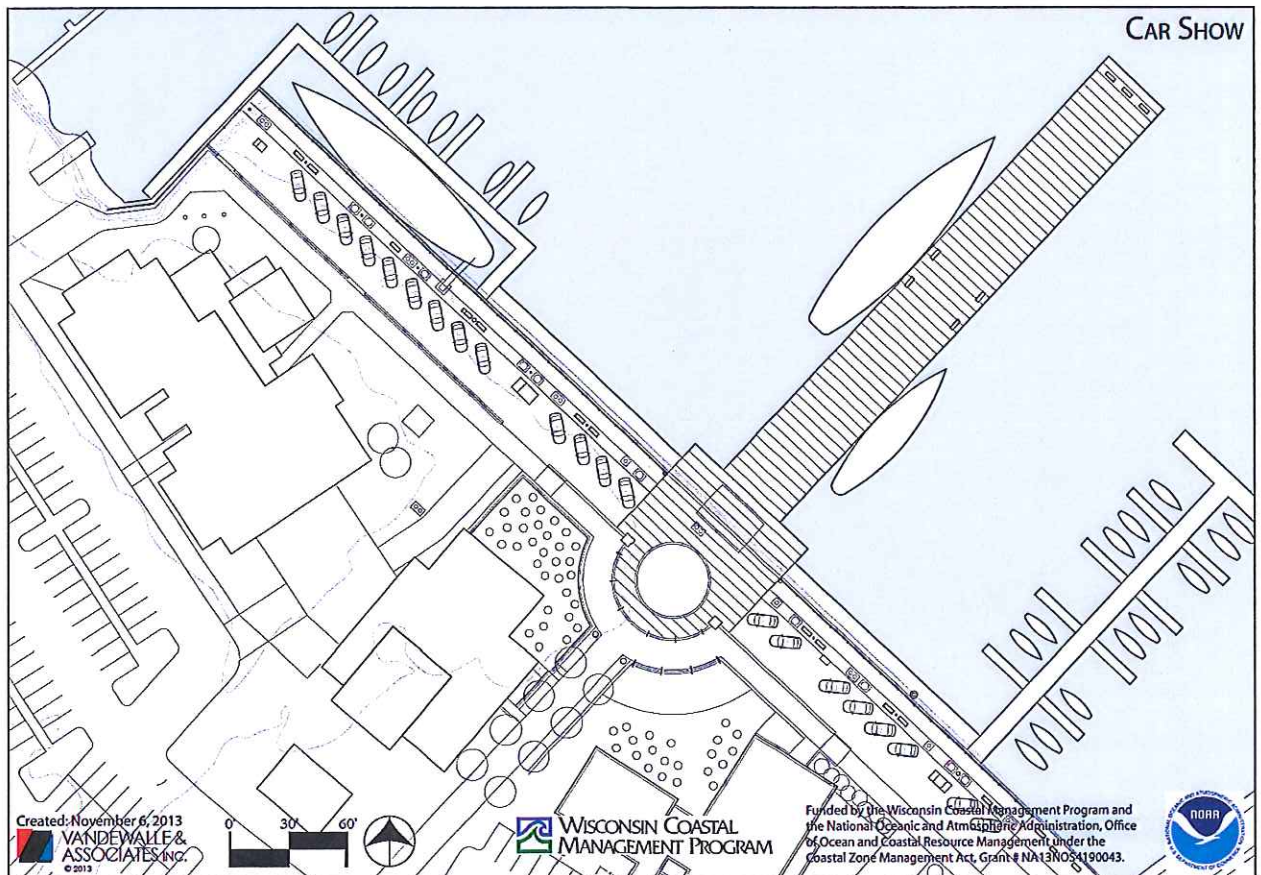
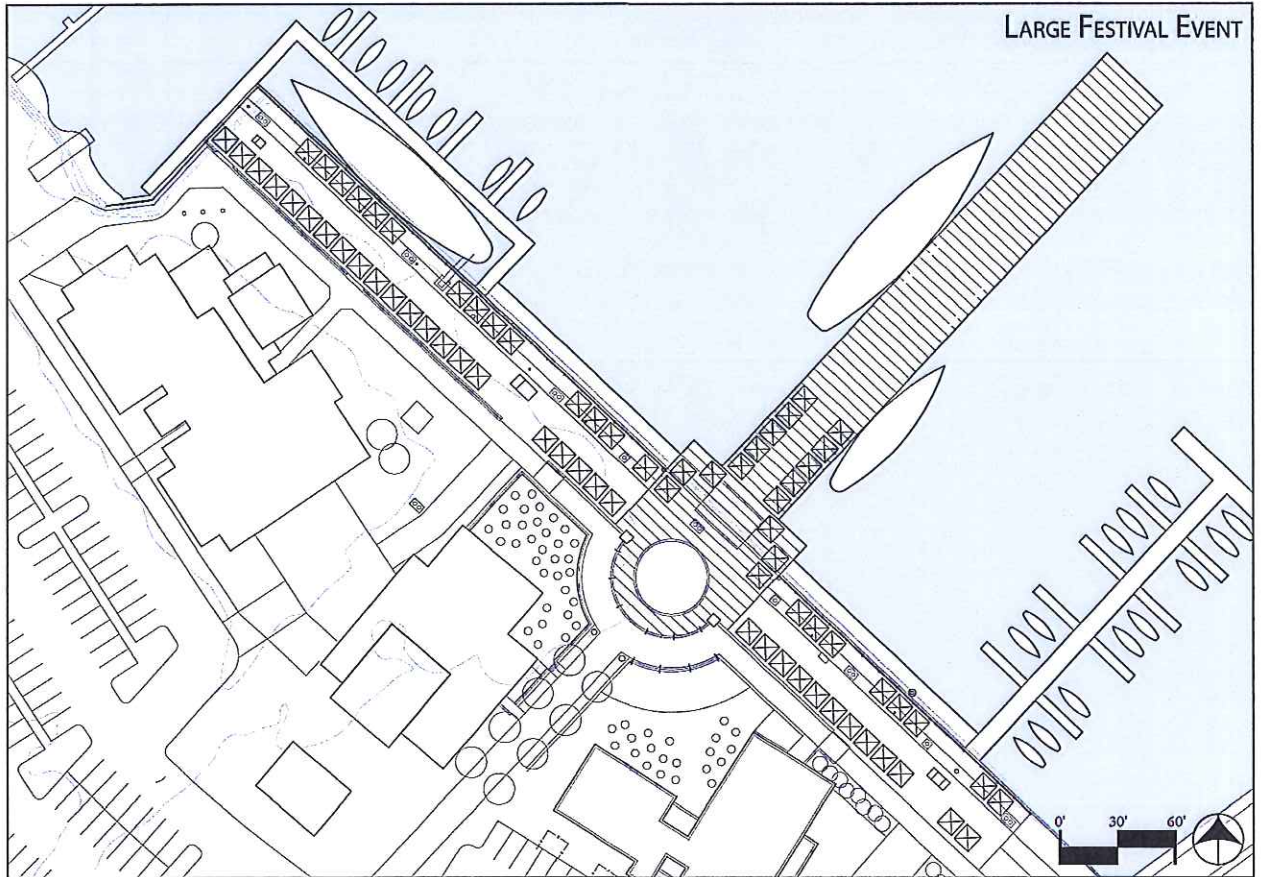
PROJECT VISION





FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin

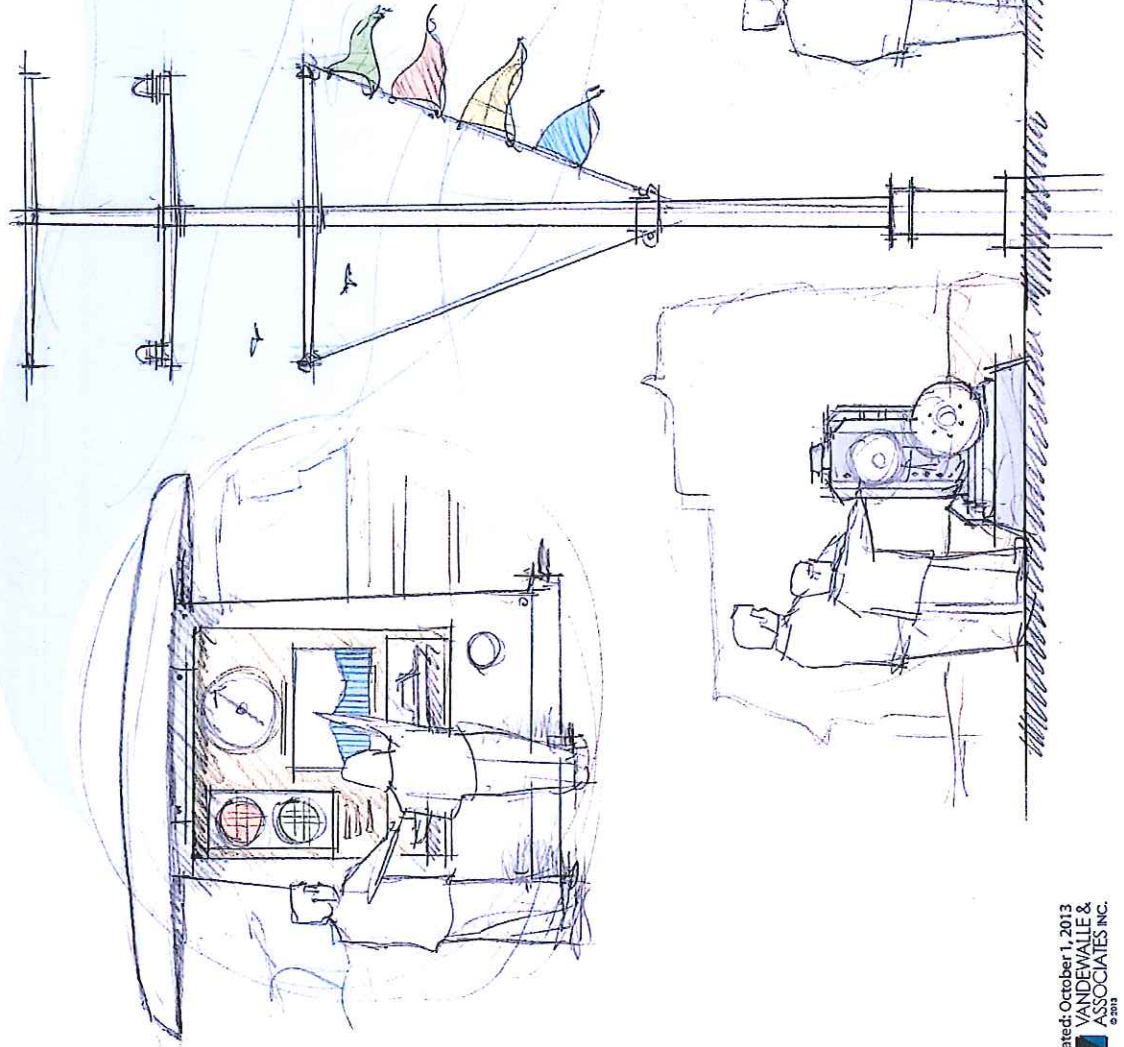


FESTIVAL WATERFRONT

Sturgeon Bay • Wisconsin



EXPERIENCE



MEMO

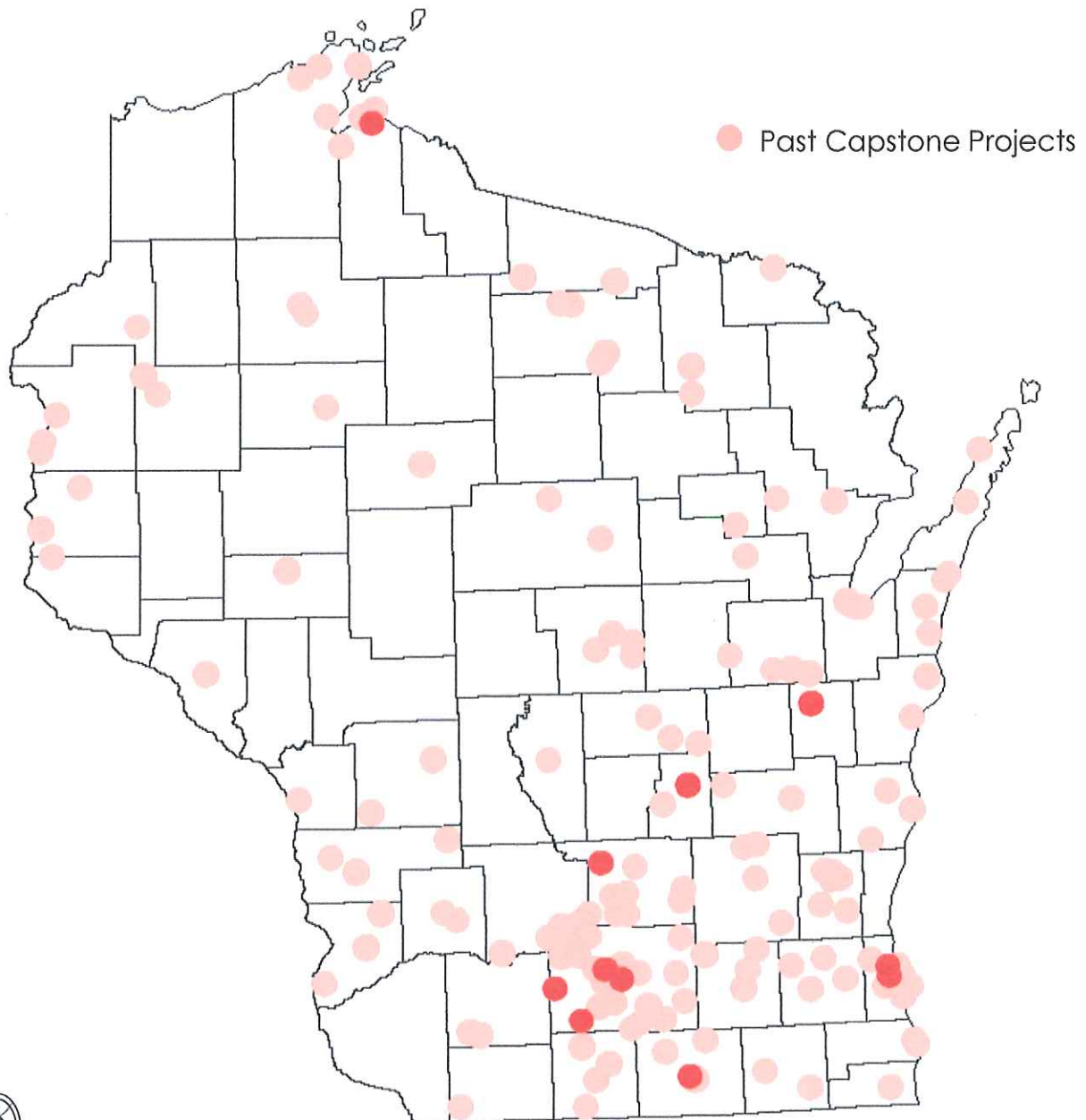
To: City Plan Commission
From: Martin Olejniczak, Community Development Director
Date: September 12, 2014
Subject: Capstone Project – Egg Harbor Road

Konner Kearney, student at UW-Madison, desires to complete his Senior Capstone Project for the landscape architecture program by focusing on planning and design for Egg Harbor Road. The project involves taking the Comprehensive Plan catalytic project recommendations for Egg Harbor and expanding and expounding upon them. As part of the project, he needs a local steering committee. City Administrator Steve McNeil and I think the logical entity is the Plan Commission, since that body was the steering committee for the overall Comprehensive Plan. The steering committee would review the student's work and offer additional input. The project takes place over this school year. There should not be much time commitment for the Plan Commission since the student does the work.

Some info related to the project is included in the packet.

Community, Regional and Ecological Design Services:

2014-2015 Capstone Project Announcement



The Department of Landscape Architecture at the University of Wisconsin - Madison is continuing its long history of community and regional service, and we are currently pursuing opportunities for service projects to be considered for the 2014 - 2015 Capstone Project.

Capstone Projects

All students in the professional program in Landscape Architecture are required to complete a two-semester "Capstone Project" during their senior year. Eric Schuchardt, the Capstone Coordinator and Instructor, connects students to a client(s) and related project, generally within the state of Wisconsin. Most projects fall within community design, urban redevelopment, conservation, or regional design. Projects take place from September to May and will be executed by the student, guided by an advisory group from the host community, and supervised by Department faculty.

During the first semester of Capstone (LA 610) students identify a unique project, engage a client or community group, collect base materials, conduct site inventories and analyses, perform critical reviews of literature and precedents, finalize project scopes and defend their design and planning proposal. During the second semester (LA 551) students produce a regional design strategy, community master plan, and develop site design solutions and rationales. Each project will result in a comprehensive Capstone Document of design and planning recommendations which has the potential to support future comprehensive planning, grant writing, and other fund raising efforts.

Although the Capstone Studio extends back into the 1980s, from 2001 to 2013 it has addressed the needs of more than 225 clients, the majority of these being Wisconsin communities in 55 counties. In addition, past capstone projects have occurred in Minnesota, Texas, New York and Illinois. If you wish to apply for consideration or are interested in learning more about Community and Regional Design Research Services, please fill out the attached application form and email it to [Eric J. Schuchardt](mailto:EJ.Schuchardt@wisc.edu) at EJ.Schuchardt@wisc.edu.

Application Deadline: July 15th, 2014

General Requirements for Consideration

1. A steering committee/citizens advisory group
2. Student projects must be broad enough in scope to demonstrate a diversity of skills (*See list of example project types below*)
3. A small grant to cover out-of-pocket expenses (negotiable)

Capstone Projects address a variety of community design and physical planning issues at a variety of scales, including:

Ecologically sensitive areas (wetlands, stream corridors, woodlands, prairies)
Streetscapes, main streets, downtown development
Community and regional planning for community gardens, parks and recreation
Stormwater mitigation
Stream restoration
Native landscape restoration
Waterfront enhancement
Urban neighborhood redevelopment
Brownfield redevelopment
Mine reclamation
Dam removal
Alternative energy
Arts and culture parks
Historic preservation
Abandoned strip mall/mall redevelopment
Ag land preservation and development
Environmentally sensitive development alternatives
Rural village preservation and development
Conservation development
Regional open space connections

**This list is not complete and we are always open to new ideas!*

CAPSTONE 2014: Revitalizing Egg Harbor Road

General Client Interests-

- Avoid highway feeling
- Focus on the pedestrian realm
- Intensity and focus of project more important than scope of project
- Create cohesive business/mixed use character(Regional Character)
- Keep design interesting and detailed - avoid "multi-family" cliché
- Possibly construct a set of design guidelines for the Egg Harbor Rd. corridor
 - Can include anything from architectural character to building setbacks
 - Provide a groundwork for future development along the corridor in compliance with the regional character of Sturgeon Bay
 - Work with the Aesthetic Design Board
- Possibly combine the Egg Harbor Project with the Waterfront Loop Project

Specific Client Interests-

- New use for Kmart
 - Currently privately owned by out-of-town careless owner
 - Government offices previously proposed
 - Possible mixed use building site
- Krueger Implement/Peil Estate
 - Area of land to the northeast of the site
 - Owner died – Estate of Mr. Peil are looking to sell the property
 - Possible site for single family homes (on current comprehensive plan)
 - Explore additional land uses
- Older Buildings/Vacant Buildings
 - Redo current site design with more interesting spaces
 - Focus on architectural character of new buildings (keeping in mind regional character of Sturgeon Bay)
- Streets
 - Plans already in place for new proposed streets (left center turn lane w/ bike lanes)
 - Traffic flow addressed in new street plans but any suggestions welcome
 - Idea of complete streets – lighting, street trees, site furniture, additional amenities, etc.
- Accommodate Existing Businesses
 - Ex: Wanda Jeans, DQ, Draft Haus, etc.
- Street Connection to the north
 - Provide road connection in vicinity of 12th Ave to existing subdivision
 - Provide additional access points to Egg Harbor Rd to alleviate traffic along the highway

SITE 6: EGG HARBOR ROAD

Current Status

Egg Harbor road is a commercial corridor with a mix of building types, numerous vacancies, lack of pedestrian facilities, and multiple vehicular access points.

Objective

Create a mixed-use corridor that accommodates vehicles, pedestrians, and bicyclists. Improve the character and safety of the corridor with landscaping, limited access points, and shared parking lots. Identify areas that can be developed as residential to limit the amount of commercial demands, provide customers within the corridor, and offer housing choices.

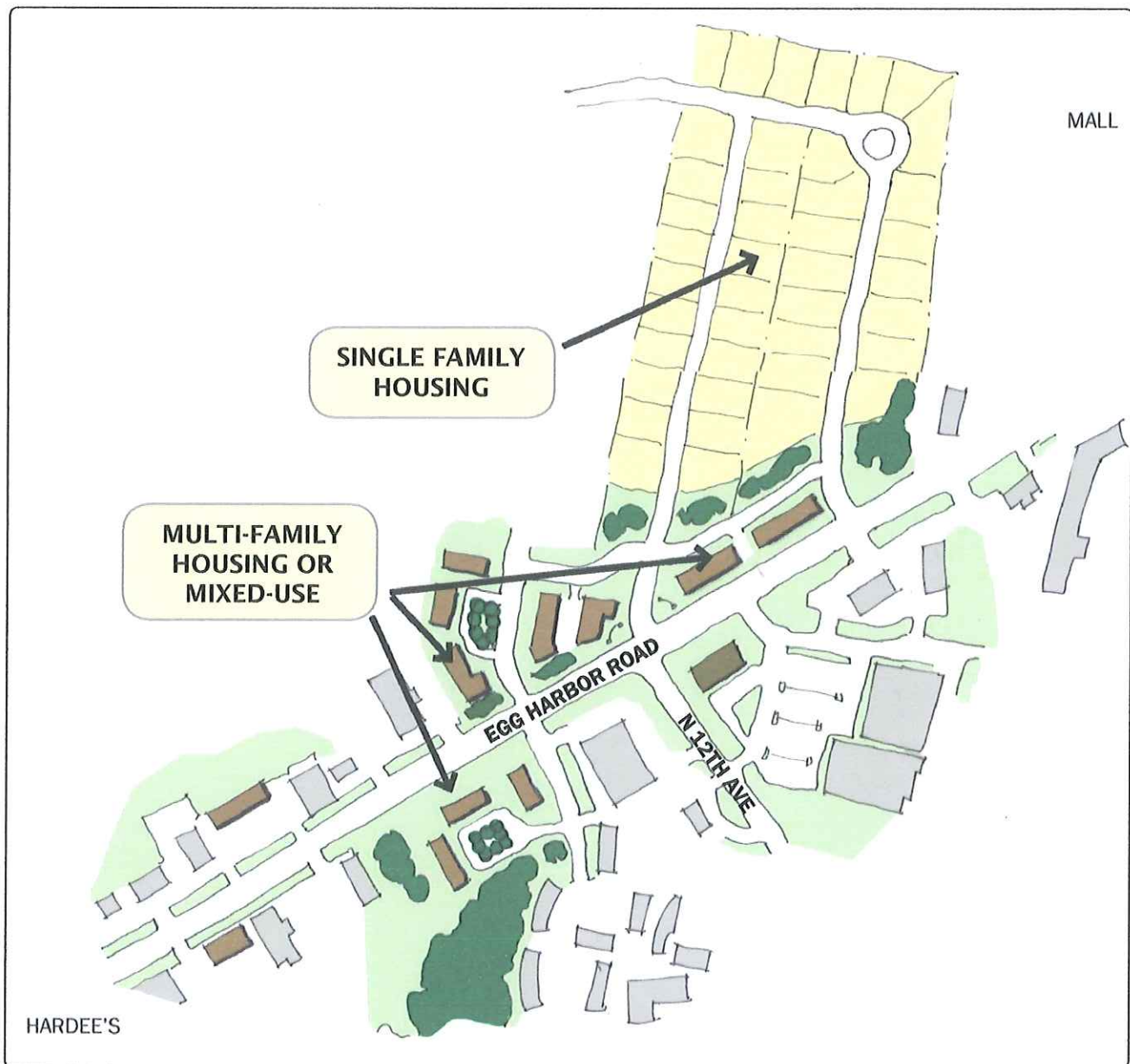
Specific Recommendations

- Minimize curb cuts by connecting parking lots between commercial uses.
- Include trails along both sides of Egg Harbor Road that can be used by both pedestrians and bicyclists. Consider an on-road bike path where right-of-way conditions provide adequate space.
- Develop outlot buildings, as noted on the drawing, to create an edge along Egg Harbor Road and screens the large parking lots.
- Redevelop the property northeast of the Hardee's building as a gateway into the Egg Harbor corridor. When possible, buildings should be along the street edge with parking behind or along the side.
- Develop multi-family housing, or mixed-use buildings, along the southeast side of the street, as noted on the diagram. Additional housing along the corridor will help to provide a balance to market demands and the amount of commercial space that can be supported year-round. Locate buildings to focus on the interior of the site with landscaping along Egg Harbor Road.
- Develop multi-family housing as a transition along the northwest side of the street, with single family housing behind. Connect new residential streets to the existing residential development.
- Realign Alabama Street to connect to Egg Harbor Road at a better angle if the Nightingale Restaurant is redeveloped in the future.
- Integrate recessed parking islands and vegetated swales as alternative stormwater management techniques.
- Include street trees where possible.

Responsible Parties

- Private property owners / developers
- City of Sturgeon Bay
- Department of Public Works
- WisDOT

SITE 6: EGG HARBOR ROAD



SITE 6: EGG HARBOR ROAD

Specific Recommendations

- Minimize curb cuts by connecting parking lots between commercial uses.
- Include trails along both sides of Egg Harbor Road that can be used by both pedestrians and bicyclists. Consider an on-road bike path where right-of-way conditions provide adequate space.
- Develop outlot buildings, as noted on the drawing, to create an edge along Egg Harbor Road and screen large parking lots.
- Redevelop the outlot parcels in the northeast corner of Egg Harbor Road and N. 14th Avenue. Utilize the bank parking lot as an access point onto N. 14th Avenue. Limit access onto Egg Harbor Road with one shared curb cut.
- Provide parking behind the building in the southeast quadrant of N. 14th Avenue and Egg Harbor Road. Access to the parking can be from Egg Harbor Road, as well as N. 14th Street.
- Develop multi-family housing, or mixed-use buildings, along the southeast side of the street, as noted on the diagram. Additional housing along the corridor will help to provide a balance to market demands and the amount of commercial space that can be supported year-round. Locate buildings to focus on the interior of the site with landscaping along Egg Harbor Road.
- Integrate recessed parking islands and vegetated swales as alternative stormwater management techniques.
- Include street trees where possible.
- Consider the development of a round-about at the intersection of Alabama Street and Egg Harbor Road. Integrate this intersection with the development plans for Wal-Mart.

Responsible Parties

- Private property owners / developers
- City of Sturgeon Bay
- Department of Public Works

SITE 6: EGG HARBOR ROAD

