

CITY PLAN COMMISSION
Wednesday, December 18, 2019

A 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 Hayes, Debbie Kiedrowski, Jeff Norland, David Ward, Dennis Statz, Mark Holey, and Kirsten Reeths were present. Also present were Alderperson Gary Nault, City Administrator Josh Van Lieshout, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson, Community Development Secretary Cheryl Nault, and several members of the public.

Adoption of agenda: Moved by Ms. Reeths, seconded by Mr. Hayes to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from October 16, 2019.
4. Consideration of: Tourist Rooming House regulations.
5. Consideration of: Recommendation from the Bicycle & Pedestrian Advisory Board regarding Memorial Drive path.
6. Comprehensive Plan Update.
7. Update regarding recent multifamily housing projects.
8. Public comment on non-agenda Plan Commission related items.
9. Adjourn.

Approval of minutes from October 16, 2019: Moved by Mr. Norland, seconded by Mr. Hayes to approve the minutes from October 16, 2019. All ayes. Carried.

Consideration of: Tourist Rooming House regulations: Mr. Olejniczak stated that the City started allowing tourist rooming houses approximately 4 years ago. There are currently 49 licensed tourist rooming houses located in the City. State laws have recently made it harder for municipalities to regulate this use. The City can't restrict a property owner from renting their home for periods of 7 days or longer. The City can place restrictions on the 1-6 day rental periods. The City can also restrict the overall use to not exceed 180 days out of a year.

Mr. Sullivan-Robinson stated that the City code allows a short-term rental with a City license. The property owner must provide a copy of the license from the State Dept. of Health Services and the Door County Tourism Zone, as well as being approved by the City Clerk, Police Dept., Community Development Department, Fire Dept., and Building Inspection. The City charges a \$100 fee for the review process.

Mr. Statz has proposed some changes earlier this year based on a group discussion held with various lodging industry representatives. If the proposed ordinance is passed, it would pertain specifically to new permits. It is up to the Commission if there is a problem and if so, how the problem should be regulated.

Mr. Norland recalled going through this similar issue with grandfathered signage. He wondered how it would be insured that the 7-day minimum would be complied with if the City decides to prohibit 1-6 day rentals. Mr. Sullivan-Robinson responded that the Door County Tourism Zone would have to help determine if the minimum and maximums are being met.

Mayor Ward wondered if the number of licenses could be capped. Mr. Olejniczak responded that weekly rentals cannot be capped, but he thought that daily licensed rentals could be. He also said that the City Attorney would need to confirm that.

Ms. Reeths did not feel there should be a limit of 7 days, but possibly a 2-day minimum. The City wants to attract people. We live in a tourist community.

Mr. Van Lieshout stated that he is a member of the Door County Tourism Zone Commission. They collect the lodging tax. Baileys Harbor and Egg Harbor are struggling with the same issues, such as volume, conversions, wastewater impact, etc. The tourist rooming houses make up roughly 25% of rooms available in Door County.

Mr. Holey wondered what was wrong with the current ordinance. Mr. Olejniczak responded that staff is not pushing for changes. There were some concerns brought up by lodging facilities.

Mr. Norland brought up a concern if there were, for example, 10 people staying at the tourist rooming house with only 3 bedrooms.

Mr. Hayes added that the problem lies in home rentals. He would like to see a comparison of home rentals vs. room rentals.

Ms. Kiedrowski asked if there was any enforcement action for those who disrupt the neighborhood. Partiers can destroy a home.

Mayor Ward asked staff to acquire the City's stats – homes vs. rooms and the hotel capacity of Sturgeon Bay, along with other data.

Mr. Sullivan-Robinson saw a decline in new permits this past year. Of the 49 permits issued, there were 7 new permits. Five applicants chose not to renew.

Mayor Ward would like to devote the next meeting to "Do we have a problem?". Lay out the regulatory options available, such as grandfathering in; investigate capping the number of permits; and discuss parking issues with number of vehicles.

Mr. Norland asked if it was state law that an owner be on site. Mr. Olejniczak responded no, but it could be required for rental periods of 6 days or less.

Ms. Reeths was worried about people buying homes and turning them into rentals.

This item will be brought back to the next meeting.

Consideration of: Recommendation from the Bicycle & Pedestrian Advisory Board regarding Memorial Drive path: Mr. Olejniczak stated that from time to time there has been talk of creating a waterfront pedestrian loop between the Bayview Bridge and downtown bridges. There is a series of easements along Memorial Drive that is granted to the City. A former alderperson had put this on a previous agenda to consider establishing a path along Memorial Drive within the easements. It was referred to the Bicycle & Pedestrian Advisory Board who then sent a recommendation to Plan Commission.

Mr. Sullivan-Robinson stated that the Board had a series of meetings. Creating a continuous path and connecting it is not easy due to existing power poles, fires hydrants, terraces, etc. being in

the way of a path. He also reported that there was considerable opposition and negative feedback from the landowners, who were also concerned that street parking would be taken away.

The recommendation from the Bicycle & Pedestrian Advisory Board was to extend the existing sidewalk on the North side of Memorial Drive.

John Wiese, 1222 Memorial Drive, said he was in favor of improving the sidewalk. He is okay with a bike lane provided on-street parking is retained.

Mayor Ward stated that the recommendation from Bike & Ped would be to extend the sidewalk to 15th Avenue, which would be approximately 1,000 feet. The Commission could adopt the recommendation, table the issue, or come up with their own solution as far as pedestrian facilities.

After further discussion, it was moved by Mr. Hayes, seconded by Mr. Statz to adopt the recommendation from the Bicycle & Pedestrian Advisory Board to extend the sidewalk on Memorial Drive to 15th Avenue.

Ms. Reeths questioned whether damage has been done to the street or sidewalk with all the flooding issues on Memorial Drive.

Mr. Holey thought that maybe sidewalks would have to be considered for the bridge route to get from bridge to bridge.

Mr. Van Lieshout added that for a 180' wide lot, it would cost the homeowner approximately \$4000.00 if the sidewalk installation is assessed.

A vote was taken on the motion. All ayes. Carried.

Comprehensive Plan Update: Mr. Olejniczak updated the Commission on the progress of the Comprehensive Plan. Vandewalle & Associates had submitted a memo discussing the Community Visioning Workshop, held at Sturgeon Bay High School, which included over 30 participants identifying key values, goals and priorities for the City. Previous to the workshop, small group stakeholder interviews had been held. A survey asking for community input is now available on the City's website until the end of December, as well as hard copies can be found at City Hall, the Library, and the Door County Community Center.

Update regarding recent multifamily housing projects: Mr. Sullivan-Robinson stated that over the past two years the Plan Commission has approved the construction of 168 housing units, not including the 40 approved for the proposed West Side School development. SC Swiderski is completely built out with 90% occupancy. Harbor Ridge's 14-unit townhouses have 100% occupancy. Tall Pines Estates have a 75% build-out complete, with 94% occupancy. Maritime Height's townhouses are 29% complete with 90% occupancy. The owner of Tall Pines Estates remarked that more one-bedroom apartments are being requested.

Mr. Sullivan-Robinson has had general conversations with tenants. There is a mix of occupants within all the developments of elderly, transitional families, young workforce, Coast Guard, and police officers. Many believe that more three-bedroom apartments are needed.

Public comment on non-agenda Plan Commission related items: John Hermanson, 948 Memorial Drive, stated that he was impressed and excited about the Green Tier Program.

Adjourn: Moved by Mr. Holey, seconded by Mr. Norland to adjourn. All ayes. Carried. Meeting adjourned at 7:23 p.m.

Respectfully Submitted,

Cheryl Nault
Community Development Secretary