

CITY PLAN COMMISSION
February 17, 2021

A meeting of the City Plan Commission was called to order at 6:01 p.m. by Chairperson David Ward in the Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members David Ward, Kisten Reeths, Helen Bacon, Jeff Norland, Mark Holey, Dennis Statz and Debbie Kiedrowski were present. Also present were Alderperson Gustafson, Alderperson Nault, City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak, Planner/Zoning Administrator Chris Sullivan-Robinson and Deputy Clerk/Treasurer Laurie Spittlemeister.

Adoption of agenda: Moved by Mr. Norland, seconded by Mr. Holey to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from January 20, 2021.
4. Public comment on non-agenda Plan Commission related items.
5. Conditional use request from Susan Hartzell to allow an outdoor miniature golf course facility to be located at parcel #281-66-12003301C:
 - a. Presentation:
 - b. Public hearing:
 - c. Consideration of:
6. Consideration of: Conceptual PUD Review for Northpointe Development to allow the construction of a 53-unit apartment building located at 92 E Maple Street; Parcel #281-1210080101B.
7. Consideration of: Initial Presentation to rezone various properties from I-2 to C-2 within the downtown area.
8. Consideration of: Restructuring Permitted and Conditional Uses within the Sturgeon Bay Zoning Code.
9. Adjourn.

All ayes. Carried.

Approval of minutes from January 20, 2021: Moved by Mr. Holey, seconded by Mr. Statz to approve the minutes from January 20, 2021. All ayes. Carried.

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

Conditional use request from Susan Hartzell to allow an outdoor miniature golf course facility to be located at parcel #281-66-12003301C:

Presentation: Mr. Olejniczak explained the conditional use process for miniature golf facility.

Susan Hartzell, 817 Superior Street, would like to offer another option in Sturgeon Bay for family activities that is cost effective. Ms. Hartzell has been interested in starting a miniature golf facility for the past 15 years, however finding a reasonable yet highly visible lot was difficult to find in Sturgeon Bay. The operations of the 18-hole miniature

golf course would be seasonal from May to October, with operation hours from 10 a.m. to 10 p.m. seven days a week. She would be there full time and intends to have 2 part time employees. The proposed building will include a club house, concessions area, 2 ADA compliant bathrooms, office and room to house cleaning supplies and small outdoor equipment. The lighting on the course would be downward facing. The lighting by the highway would be lit during hours of operation. The project includes 28 parking spaces, which should be adequate and done in a pleasing manner.

Mr. Norland inquired what materials will be used for the clubhouse siding. Ms. Hartzell replied the clubhouse would have a shed roof with metal siding, but will not have an industrial look. The new size of the clubhouse is 24' x 16'. Outside the clubhouse, there are plans to have picnic tables with umbrellas.

In regards to the ATC easement, the height of structures on the property would not interfere. Outside of the clubhouse and required trees for parking lot, the tallest feature on the course would be the lighthouse at the height of 14 feet.

Public Hearing: Mayor Ward opened the public hearing at 6:18 p.m.

Michelle Stimpson, with Lexington Management and owner of Harbor Winds and Harbor Ridge complexes. Ms. Stimpson is concerned for the 112 residents making their home in the area. If the mini golf course were to be approved, the residents would have to deal with current traffic, in addition to transient traffic from the mini golf course. Further concerns are customers not being able to park in the parking lot if they are pulling a camper or boat. With summer months of operation, noise may be an issue if windows are left open. If the golf course is not successful, Ms. Stimpson fears that property maintenance may become an issue.

Patrick Markham, N8260 Boucher Rd, Luxemburg, owns property off of Vibernum St. He stated the property at the proposed site for the golf course has been for sale for a while. Because of the utility easement, there are not a lot of options for this parcel. He is in favor of the project.

Spencer Gustafson, 445 S Grant Ave, Apt 8, is in favor of the project. Many people, including day cares, are looking for things to do. Upon sharing with others, most of the people like the idea. The noise should not be an issue, as there is a noise ordinance that would curb that. Noise level would be similar to living near a park.

Ms. Spittlemeister read two letters with no opinion on the miniature golf course from:

Jennelynn Samante, no address given, traffic concerns.

Paul Anschutz, 221 N 6th Avenue, Letter stated that the City should extend Grant Avenue to Sawyer Drive to satisfy the agreement between the City of Sturgeon Bay and WI DOT.

Six letters were read in opposition from:

Joan Berg, Grant Avenue resident

Gary Grahl, resident of Harbor Winds apartment

Catherine Vandertie, resident of Harbor Winds apartment

Kirsten Kozlowski, resident of Harbor Ridge apartment

Shelly Lau, resident of Harbor Ridge apartment
Joanne Kurowski, resident of Harbor Ridge apartment

Public hearing was declared closed at 6:38 p.m.

Consideration of: Mr. Olejniczak stated that at the time when the development started in that area, the WI DOT required a road be extended through from Grant Avenue to Sawyer Drive. The property to accomplish extension of that road was owned by the developer. Since then, that developer went bankrupt and properties were sold to third parties. The person who has purchased the property does not want to sell for the City to extend road from Grant Avenue to Sawyer Drive. The City may need to take steps for eminent domain. The City plans to acquire property in 2021 and will place in the road budget the following year. Sidewalk is not needed until Grant Avenue connects to Sawyer Drive.

Ms. Bacon inquired if ATC would be in favor of the development. Mr. Sullivan-Robinson replied ATC would be in favor if the building is distanced far enough from lines and utility poles. Ms. Hartzell is currently working with Baudhuin Surveying & Engineering to come up with a solution.

Moved by Mr. Statz, seconded by Ms. Kiedrowski to approve the conditional use application from Susan Hartzell to allow an outdoor miniature golf course facility to be located at parcel #281-66-12003301C subject to the following conditions:

1. The applicant must provide written approval for the layout from the American Transmission Company.
2. Lighting must be night sky friendly and contained within the property via recessed fixtures or fixture shields.

Carried.

Consideration of: Conceptual PUD Review for Northpointe Development to allow the construction of a 53-unit apartment building located at 92 E Maple Street; Parcel #281-1210080101B: Mr. Olejniczak explained Northpointe Development Corp was selected through the RFP process by Plan Commission and Common Council as potential developer of Site A within the West Waterfront Redevelopment Area. If approved, the Common Council will enter into a development agreement to sell the property and Plan Commission and Council will need to approve the development. Northpointe Development is seeking permission to follow the combined preliminary/final PUD procedures for the next phase of the PUD process.

Andy Dumke, agent for Northpointe Development Corp appeared via zoom. Mr. Dumke stated that the project is 53 units in which they maximized views for each apartment.

Jonathon Brinkley, 29 E Division Street, Fond du lac, is the architect for the project also appeared via zoom. The driveway for the project will enter from Maple Street's highest point of the site. The building is very close to the lot line next the granary and other lot, which will provide addition parking next to the building. Recessed balconies will break up the building exterior and the facility will have a community room on the fourth floor.

Mr. Sullivan-Robinson explained that parking on site of one to one was not enough. There are 12 spaces that will be leased from Greystone Castle. Mr. Olejniczak

continued that there would be an additional 46 stalls offsite by the granary that is under the public doctrine that cannot be leased for private use and which could also be used by the public. An option of purchasing a lot across Maple Street was also suggested, however tenants would then have to cross a busy street.

Moved by Mayor Ward, seconded by Mr. Holey to approve conceptual PUD review for Northpointe Development and allow the combined preliminary/final PUD procedures for the next phase of the PUD process. Carried.

A recess was taken from 7:35 p.m. to 7:42 p.m.

Consideration of: Initial Presentation to rezone various properties from I-2 to C-2 within the downtown area. Mr. Sullivan-Robinson started the discussion to initiate rezoning properties within the downtown area from Heavy Industrial (I-2) to Central Business District (C-2). To date, one property owner does not want their property to be rezoned and another is keeping neutral during the process. Most of the properties with buildings are currently zoned incorrectly. Staff is looking for additional feedback from commissioners.

Mr. Olejniczak explained the two undeveloped lots in the shipyard area were originally part of a PUD. These lots may make sense to be rezoned to Single-Family Residential (R-2) or Multiple-Family Residential (R-4).

Consensus from the Commission members to rezone the 2 undeveloped parcels in the shipyard area to R-4 with the remaining 11 parcels to C-2 and move forward with a public hearing

Consideration of: Restructuring Permitted and Conditional Uses within the Sturgeon Bay Zoning Code. Mr. Sullivan-Robinson explained that by restructuring the permitted and conditional uses within the zoning code, it will be more user friendly for staff and users. The three different charts are Residential, Agriculture & Conservancy Districts, Commercial District and Industrial Districts. He suggested changes can be made to condense categories within those districts, combine or eliminate. Currently, all of these uses are within our codes, but not located in one area.

Commission members were asked to review the charts and make recommendations for changes to discuss at the next meeting.

No action was needed.

Adjourn: Moved by Mr. Norland, seconded by Mr. Holey to adjourn. All ayes. Carried. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Laurie A. Spittlemeister
Deputy Clerk/Treasurer