

CITY PLAN COMISSION MINUTES January 19, 2022

A meeting of the City Plan Commission was called to order at 6:00p.m.on January 19, 2022, by Chairperson David J. Ward in the Council Chambers, City Hall, 421 Michigan Street, Sturgeon Bay.

Roll Call (#1): Members present: David Ward, Helen Bacon, Jeff Norland, Dennis Statz, Mark Holey, and Kirsten were present. Debbie Kiedrowski was excused. Also present were Community Development Director Marty Olejniczak, Zoning and Planning Administrator Christopher Sullivan-Robinson, and Administrative Assistant Suzanne Miller.

Agenda (#2): Motion was made by Bacon and seconded by Holey to accept the following agenda:

1. Roll call.
 2. Adoption of agenda.
 3. Approval of minutes from December 15, 2021.
 4. Public comment on non-agenda Plan Commission related items.
 5. Conditional use application for 4-unit multiple-family dwelling proposed by TTX Leasing Inc. for property located at 1921 Florida Street:
 - a. Presentation
 - b. Public Hearing
 - c. Consideration
 6. Consideration of: Resolution regarding Relocation Order and Declaration of Necessity to the extension of S. Grant Avenue.
 7. Consideration of: Creation of Egg Harbor Road Tax Increment District.
 8. Adjourn.
- All ayes. Motion carried

Approval of minutes from December 15, 2021 (#3): Motion was made by Statz to approve the minutes from October 20, 2021, and seconded by Norland. All ayes. Motion carried.

Public Comment on non-agenda Plan Commission related items (#4): No citizens presented for public comment.

Conditional use application for 4-unit multiple-family dwelling proposed by TTX Leasing Inc. for property located at 1921 Florida Street (#5):

Presentation: Sullivan-Robinson described a petition by Therma-Tron-X Leasing to convert the former Community Based Residential Facility into a 4-unit multi-family dwelling. The proposed plan is compliant with the Comprehensive Plan for the site (Medium Density Residential), conforms with the current R-4 (Multiple Family Residential) zoning, and will reuse an empty building.

Chuck Wheaton, representing Therma-Tron-X Leasing at 1155 Neenah Ave., described the company's need to provide housing to aid in staff recruitment. He presented a plan to create four units in the existing building by adding two kitchens and one bathroom and replacing all exterior doors. He stated the building will look brand new.

Public Hearing: No speakers presented at the meeting.

Consideration: Reeths moved to approve the conditional use application proposed by Therma-Tron-X Leasing Inc. for a 4-unit multiple-family dwelling on the property located at 1921 Florida St. as presented. Holey seconded the motion. All ayes. Motion carried.

Consideration of Resolution regarding Relocation Order and Declaration of Necessity to the extension of S. Grant Avenue (#6):

Consideration: Olejniczak explained the required easement for an existing stormwater retention pond on the Ruenger parcel does not currently exist and the previously approved resolution for the right of way needed for the extension of S. Grant Ave must be revised to include the easement and then readopted.

Recommendation: Norland moved that the Commission recommend the Common Council adopt the revised Resolution of Relocation Order and Declaration of Necessity. Bacon seconded the motion. All ayes. Motion carried.

Consideration of Creation of Egg Harbor Road Tax Increment District [TID] (#7):

Presentation: Olejniczak described multiple planned and/or potential development projects including a number of new housing projects, Ace Hardware, Rogue Theater, improvements to buildings at 12th Ave. & Egg Harbor Rd., and new commercial development on vacant lots that could be included in the TID. He also reported on potential municipal infrastructure projects being considered for the area including storm water improvements and detention pond, sewer and water improvements, pedestrian and bike connections, street resurfacing, and streetscape improvements. Staff recommends use of tax incremental financing for the area while recognizing creation of TID is a multistep project with technical requirements that may require hiring a financial consultant.

The Commission discussed 1) Having the streetscape improvements match the look of the downtown 2) Addition of sidewalks and trails leading to Egg Harbor Rd. and 3) The feasibility of including a loan opportunity for commercial buildings similar to the home improvement loan program that has been part of other TIDs in the City.

Consideration: Holey moved the Commission make a recommendation to the Common Council to begin the planning process to create an Egg Harbor Road Tax Increment District to include hiring the City's financial consultants R. W Baird to prepare the project plan and proformas and lead the creation process. Norland seconded the motion. All ayes. Motion carried.

Adjourn (#8): Norland made the motion to adjourn, which was seconded by Reeths. All ayes. The motion carried. The meeting adjourned at 6:34p.m.

Respectfully submitted,



Suzanne Miller
Administrative Assistant