

CITY PLAN COMMISSION MINUTES March 30, 2022

A meeting of the City Plan Commission was called to order at 6:00p.m. on March 30th, 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, Dennis Statz, Mark Holey, Debbie Kiedrowski, and Kirsten Reeths were present. Jeff Norland was excused. Staff present were Community Development Director Marty Olejniczak, Zoning and Planning Administrator Christopher Sullivan-Robinson, and Administrative Assistant Suzanne Miller.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from February 16, 2022.
4. Public comment on non-agenda Plan Commission related items.
5. Zoning map amendment from Commercial/Light manufacturing (C-3) to General Commercial (C-1) for the following parcels:
 - 281-12-06010001, 217 Green Bay Rd, Midwest Wire Products Inc.
 - 281-62-10000102A, 1121-1125 Egg Harbor Rd, Eric Hoogland Ltd Partnership
 - 281-62-10000102B, 1201 Egg Harbor Rd, River Valley One LLC
 - 281-62-11000113 (Portion of), 916 N 14th Ave, County of Door
 - 281-62-15000104A, 1023 Egg Harbor Rd, 1023 Egg Harbor Rd LLC
 - 281-62-15000104B, 1033 Egg Harbor Rd, PT Tower LLC
 - 281-62-15000105, 911 N 14th Ave, City of Sturgeon Bay
 - 281-62-15000106, 835 N 14th Ave, City of Sturgeon Bay
 - 281-62-15000111A, 1019 Egg Harbor Rd, 1023 Egg Harbor Rd LLC
 - 281-62-15000113, 514 N 12th Ave, Premier Sturgeon Bay LLC
 - 281-62-15000116, 664 N 12th Ave, Steven C Ehlers
 - 281-62-15000117, 606 N 12th Ave, Cornerstone Solutions Inc.
 - 281-62-15000123, 636 N 12th Ave, S&B Green Bay Investments LLP
 - 281-62-15000124, 620 N 12th Ave, Sturgeon Bay Community Church Inc.
 - 281-64-59000117A, Midwest Wire Products Inc.
 - 281-64-77000300A, 245 E Vine St, Skipper Properties LLC
 - 281-66-13000109 (Portion of), 941-951 S Duluth Ave, Phill Mart of Sturgeon Bay
 - 281-66-13000110 (Portion of), 919 S Duluth Ave, Randal L Sahs
 - a. Presentation
 - b. Public Hearing
 - c. Consideration/Recommendation (*Note: The Plan Commission will not make a recommendation at this meeting, unless a motion is made and passed by ¾ of the members present to act on the request at this meeting.*)
6. Zoning map amendment from Commercial/Light manufacturing (C-3) to Light Industrial (I-1) for parcel 281-64-59000124C, 615 S. Lansing Ave owned by Midwest Wire Products Inc.:
 - a. Presentation
 - b. Public Hearing
 - c. Consideration/Recommendation (*Note: The Plan Commission will not make a recommendation at this meeting, unless a motion is made and passed by ¾ of the members present to act on the request at this meeting.*)
7. Project plan and boundaries for Tax Incremental District No. 6:
 - a. Presentation
 - b. Public Hearing
 - c. Consideration

8. Consideration of: Combined Preliminary/Final Planned Unit Development for a 68-unit multiple-family residential development proposed by Cherry Point Investments, LLC for property located at 1048 Egg Harbor Road and the rear portion of 1116 Egg Harbor Road.
9. Consideration of: Final Planned Unit Development for a 26-unit multiple-family residential development proposed by S.C. Swiderski for the former Sunset School property located at 827 N. 8th Avenue.
10. Consideration of: Conceptual Planned Unit Development for Premier Real Estate (Pre-3) for a 96-unit apartment complex located off S. Duluth Ave immediately east of Target; Parcel #281-66-12001605.
11. Adjourn.

Approval of minutes from February 16, 2022 (#3): Motion by Kiedrowski and second by Reeths to approve the minutes from February 16, 2022. All ayes. Motion carried.

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

Zoning map amendment from Commercial/Light manufacturing (C-3) to General Commercial (C-1) for the 18 parcels described in the fifth item of the agenda included on page 1 of this document (#5):

Presentation: List of parcels read aloud by Ward. Olejniczak stated this is the 3rd presentation of this information to the Commission. The amendment would eliminate the redundant Commercial/Light Manufacturing (C-3) district as it is identical to General Commercial (C-1). Current C-3 properties must be rezoned or they will be part of a district that no longer exists. Sullivan-Robinson reported all calls fielded on this issue were in support.

Public Hearing: No citizens presented to speak.

Consideration: Motion by Statz and second by Kiedrowski to act on this request. No discussion. All ayes. Motion carried.

Motion by Holey and second by Bacon to make a recommendation to the Common Council to amend the zoning map from Commercial/Light manufacturing (C-3) to General Commercial (C-1) for all 18 parcels listed in the public hearing notice. All ayes. Motion carried.

Zoning map amendment from Commercial/Light manufacturing (C-3) to Light Industrial (I-1) for parcel 281-64-59000124C, 615 S. Lansing Ave owned by Midwest Wire Products Inc.: (#6):

Presentation: Olejniczak described a proposed zoning map amendment addressing a manufacturing facility, currently zoned Commercial/Light manufacturing (C-3), that requires Light Industrial (I-1) zoning for an expansion plan that will allow the manufacturer to grow.

Public Hearing: No citizens presented to speak.

Consideration/Recommendation: Motion by Holey and second by Bacon to act on this request. No discussion. All ayes. Motion carried.

Motion by Reeths and second by Kiedrowski to make a recommendation to the Common Council to amend the zoning map from Commercial/Light manufacturing (C-3) to Light Industrial (I-1) for parcel 281-64-59000124C, 615 S. Lansing Ave owned by Midwest Wire Products Inc. All ayes. Motion carried.

Project plan and boundaries for Tax Incremental District (TID) No. 6 (#7):

Presentation: Olejniczak explained the City hired Robert W. Baird & Co. to prepare a Project Plan for the proposed Tax Incremental District No. 6 and the Commission is asked to act upon a formal resolution to create the TID to promote new and redevelopment within the Egg Harbor Rd. region. Public hearing and adoption of separate resolutions by City Plan Commission, Common Council, and Joint Review Board are required. The proposed resolution for the Plan Commission was included in the agenda materials. He stated the Joint Review Board met on March 29, 2022 and response was favorable, though the Board may wish to add street improvements. The City is not required to complete the projects listed in the current project plan, which can be amended.

Brian Reuchel of R.W. Baird described the Project Plan as including a financial cash proforma that shows a 20-year plan for a mixed-use district projected to be successful and close within the planned 20 years or earlier. Individual projects in the District and the dollar amounts are listed in the Plan. Boundary amendments to the District are limited to four, but specific projects can be added over time through Plan amendments.

Commission concerns were: 1) A beautification project to make Egg Harbor Road more closely resemble downtown in landscaping and signage be included. Olejniczak stated that could be incorporated into the Plan prior to its presentation at Common Council on April 19, 2022 and stated improvements within a ½ mile of the District can be added to the Plan if the improvement is related to the District. 2) Incentives for homeowners for exterior improvements be included. Ward stated such incentives were not right for Egg Harbor Rd., though staff could recommend incentives for improvements for existing businesses in this TID to be presented to the Joint Review Board.

Public Hearing:

Nissa Norton of 945 Bonnie View Drive stated the family was not able to develop the Colorado Place lots they own jointly due to the expense of development (sewer/water) and they are in favor of the project.

Miller read a letter from Collin Jeanquart of Doco Loco, LLC who stated he owns properties within the proposed TID and is in favor of the project.

Consideration: Motion by Bacon and second by Holey approving TID No. 6 as presented. All ayes. Motion carried.

Consideration of: Combined Preliminary/Final Planned Unit Development for a 68-unit multiple-family residential development proposed by Cherry Point Investments, LLC for property located at 1048 Egg Harbor Road and the rear portion of 1116 Egg Harbor Road (#8):

Sullivan-Robinson presented the changes requested by the Commission on February 16, 2022 and now included in the project designs: 1.) No agreement was reached between Cherry Point Investments and the owners of neighboring Tall Pines Estates regarding shared driveway. Proposed plan now shows a separate driveway. 2.) Access is divided into two sections. South section connects to Egg Harbor Rd. and serves Cherry Tree Terrace (48 units). North section connects to Alabama and 12th Pl. and serves Apple Tree Terrace (20 units). City Engineer and Fire Chief approved this plan. 3.) No green space was added as site is 50% green space, but playground is added next to gazebo area. 4.) Total number of units is 68 rather than 70. 5.) Final engineering regarding run off by the new road is not complete, but is under review by Baudhuin, Inc. Approval of the project is contingent upon approval of water flow analysis and final storm water management plan by City Engineer. 6.) Alabama St. extension has 15ft. separation from neighboring homes and will be sunken to create a berm where trees will be planted. 7.) SBU provided an alternative plan for sewer and water at the request of Fire Chief to allow improved access to hydrants and water meter closets. 8.) A strip of evergreens is shown along the west side of the site. Landscape plan must be approved by Aesthetic Design and Site Plan Review Board.

Developers presented a new blue and white color scheme. Commissioners questioned whether there will be a sidewalk along the west of the site to connect Alabama Pl. to Egg Harbor Rd. and responded positively to the color scheme and the step-down placement of the buildings to match the elevation changes from west to east on the site.

Staff recommends approval of the PUD contingent upon approval of water flow analysis and final storm water management, approval by Aesthetic Design Board and provision of a certified survey map.

Letter received from City resident Chesla Anschutz dated March 4, 2022 was included in agenda packet and discussed. Anschutz requests the Commission consider: 1.) Pedestrian access points to the development aside from the driveways and access to the west property line of Cherry Point Mall. 2.) Provision of electric vehicle charging stations in this and future developments. 3.) Shared driveway and cul de sac as entrance to both the proposed development and Tall Pines Estates for use by school bus. Olejniczak stated the property between the proposed development and Cherry Point Mall is private and contains a berm and utilities. Staff is unable to address access to private property. Ward requested staff discuss the issue with the owners of Cherry Point Mall.

Consideration: Motion by Bacon to make a recommendation to Common Council to approve the Combined Preliminary/Final Planned Unit Development for a 68-unit multiple-family residential development proposed by Cherry Point Investments, LLC for property located at 1048 Egg Harbor Road and the rear portion of 1116 Egg Harbor Road with the following conditions: 1.) Underlying zoning district shall be R-4 Multiple-Family Residential. 2.) the development shall be consistent with the final site plan approved by the Plan Commission. 3.) Final approval by the City Engineer of the stormwater management plan including accommodating water flow from the Alabama St. extension. 4.) Dedication of the necessary public right-of-way to complete the Alabama Pl./12th Pl. road connection, with exact location/dimension as determined by the City. 5.) Approval of the final utility layout and providing the necessary easements for Sturgeon Bay Utilities for any public sanitary sewer or water mains, and the electrical services. 6.) Approval of final project designs by the Aesthetic Design & Site Plan Review Board. 7.) Record a certified survey map for the required property division. 8.) Provide two separate names for the north and south group of apartments.

Consideration of: Final Planned Unit Development for a 26-unit multiple-family residential development proposed by S.C. Swiderski for the former Sunset School property located at 827 N. 8th Avenue (#9):

The PUD project includes 26 apartments in two 8-unit buildings, a 6-unit building and a 4-unit building, all with attached garages and was previously reviewed by the Commission for the Development Agreement. Sullivan-Robinson reported the City requested the driveways be redrawn and the visitor parking area be removed/revised and possibly converted to a patio space. Sturgeon Bay Utilities requests revision of the sewer and water service plan. Fire Chief determined an on-site fire hydrant is not needed. Staff recommends approval of the final PUD with contingencies: 1.) A revised utility plan meeting the requirements of SBU and SBFD is provided. 2.) Approval by Aesthetic Design and Site Plan Review Board. 3.) Approval of final stormwater management plan by City Engineer.

Jacqui McElroy and Madelyn Check of S.C. Swiderski presented updated civil plans which include: 1.) Separated driveways at Bedford buildings will have buffers and landscaping between the units. 2.) Patio space for gathering/grilling will be installed where the visitor parking was eliminated. 3.) Facade of Bedford garages is enhanced. 4.) Cedar privacy fencing added. 5.) Enhanced back of Huntington units 6.) Raised garden beds added.

The Commissioners raised the following concerns: 1.) Communal patio is too close to 8th Ave. and might be moved back toward the center of the development. McElroy stated relocation would require revision of the civil plan 2.) Timeline. McElroy responded demolition is planned at the end of May, but demolition work must go out for bid due to City involvement in the project. 3.) Cedar trees shown in landscape plan will get very large. Deciduous trees were recommended.

Olejniczak stated the zoning district is currently Single-Family (R-2). The change to Multi-Family (R-4) makes sense given the shape of the parcel. Though staff recommends R-4, the underlying district is determined by Common Council.

Consideration: Motion by Holey and second by Statz to recommend the Common Council approve the final Planned Unit Development for a 26-unit multiple-family residential development proposed by S.C. Swiderski for the former Sunset School property located at 827 N. 8th Avenue subject to 1.) Underlying zoning district shall be R-4 Multiple-Family Residential. 2.) The development shall be consistent with the final site plan approved by the Plan Commission. 3.) Final approval by the City Engineer of the stormwater management plan. 4.) Final approval by Sturgeon Bay Utilities of the utility plans. 5.) Approval by the Aesthetic Design & Site Plan Review Board. All Ayes. Motion Carried.

Consideration of: Conceptual Planned Unit Development (PUD) for Premier Real Estate (Pre-3) for a 96-unit apartment complex located off S. Duluth Ave immediately east of Target; Parcel #281-66-12001605 (#10):

Olejniczak introduced a conceptual PUD for 26 apartments on a 12.6-acre parcel off S. Duluth Ave. for which the Common Council previously approved some development incentives. Applicant is requesting a combined approval process.

Chris Slater of Pre-3 described 26 2-bedroom apartments with living space above the attached single-car garages that include private entrances and in-unit laundries. The units will rent for ~\$1,200/mo. A primary driveway on the east side of the parcel is planned as well as north and south entries off the two existing driveways that lead to Target on the west of the parcel.

The Commission commented: 1.) Response regarding location and layout was positive. 2.) A playground and gathering space/gazebo were requested and Slater responded they would consider adding them. 3.) Proposed landscape plan showed highly invasive trees. Native trees were recommended. 4. Sidewalks to Duluth Ave. were suggested with the understanding that the City may have to participate financially.

Olejniczak stated a separate driveway, dumpster positions, storm sewer outfall location, and utility concerns on the part of SBU required evaluation. A trail around the property and a communal space built on a bump-out into the pond were suggested, but are not requirements.

Next meeting: Chair Ward stated the next meeting of the Commission is moved to Wednesday, April 27, 2022 at 7pm.

Adjourn (#11) Statz made the motion to adjourn, second by Holey. All ayes. The motion carried. The meeting adjourned at 7:40p.m.

Respectfully submitted,


Suzanne Miller
Administrative Assistant