

**CITY OF STURGEON BAY  
PARKING & TRAFFIC COMMITTEE AGENDA  
MONDAY, May 23, 2022  
4:30 p.m.  
COUNCIL CHAMBERS, CITY HALL  
421 MICHIGAN STREET**

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 28, 2022.
4. Public comment.
5. Discussion of: Bike lanes on S. Neenah Avenue from Walnut Street to TTX by Ahnapee Trail.
6. Consideration of: Payment in lieu of parking at 221 Louisiana Street.
7. 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.

5/19/2022  
12:00 p.m.  
ckd

Committee Members: Kirsten Reeths, Chr.  
Spencer Gustafson, Vice Chr.  
Dennis Statz

**Parking & Traffic  
March 28, 2022**

A meeting of the Parking & Traffic Committee was called to order at 4:33 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths and Spencer Gustafson were present. Member Dennis Statz was absent. Also present: Municipal Services Director Mike Barker, City Engineer Chad Shefchik, City Administrator Josh VanLieshout and Municipal Services Assistant Colleen DeGrave.

Moved by Ald. Reeths, seconded by Ald. Gustafson to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from January 24, 2022.
4. Public comment.
5. Consideration of: Recommendation from Bike & Pedestrian Committee to have Baylake Regional Planning Commission revise the City of Sturgeon Bay Bike Master Plan.
6. Discussion of: Speeding concerns on N. 18<sup>th</sup> Avenue between Michigan Street and Florida Street.
7. Adjourn.

All in favor. Carried.

Moved by Ald. Reeths, seconded by Ald. Gustafson to approve the minutes from January 24, 2022. All in favor. Carried.

**Public comment.**

Chris Kellems, 120 Alabama St. spoke.

**Consideration of: Recommendation from Bike & Pedestrian Committee to have Baylake Regional Planning Commission revise the City of Sturgeon Bay Bike Master Plan.** Ald. Reeths explained the Bike & Pedestrian Committee had reviewed each chapter of the previous Master Bike Plan, and it was decided that it was a bigger project than the Committee had time for, and that possibly they should have someone take a look at the plan. She stated the plan needs to be redone so that it better fits the City of Sturgeon Bay, since things have changed since the last plan was created.

Moved by Ald. Gustafson, seconded by Ald. Reeths to approve item #5 on the agenda. More discussion took place. Motion failed.

Discussion took place on whether to have Baylake Regional look at the master plan, or if things could be looked at by the City first. Ald. Reeths and Ald. Gustafson agreed that a few options that could be explored first would be getting more information out to the public, such as where to get a bike fixed and where the bike toolkits can be found, ways to make biking safer in the City and making roads more accessible for biking. They asked City Administrator Josh VanLieshout if a quote from Baylake Regional could be obtained before deciding.

Moved by Ald. Reeths, seconded by Ald. Gustafson to table having Baylake Regional revise the Bike Master Plan until a quote for that is obtained. All in favor. Motion carried.

**Discussion of: Speeding concerns on N. 18<sup>th</sup> Avenue between Michigan Street and Florida Street.**

Ald. Reeths stated this issue had been brought up by residents of that area to her, the City Engineer and the City Administrator. City Engineer Shefchik said since the completion of the 2021 mill and pave project on N. 18<sup>th</sup> Avenue between Michigan Street and Iowa Street, traffic speeds in this area have increased according to residents living in that area. Additionally, they are concerned that speeds may increase even more after the 2022 mill and pave project on N. 18<sup>th</sup> Avenue between Iowa Street and Florida Street is completed. Contributing factors to speeding in this location are the width of that road and relatively low amount of on-street parking there.

Mr. Shefchik suggested a few options to alleviate this concern, were installing additional 25-mph signage, installing a solar powered radar speed sign(s) and requesting additional police presence and enforcement of speeding in that area. He stated it could also be an option offered to residents of that area to purchase and plant trees purchased at the City rate, helping to give the appearance of a narrower roadway. Mr. Shefchik will also contact the Door County Community Foundation to see if there is any funding available for the speed board. It was decided by Ald. Gustafson and Ald. Reeths to have staff place two additional 25-mph signs, place a speed board at the corner of Florida Street and N. 18<sup>th</sup> Avenue, and request enforcement of the area. Ald. Reeths would also like to see the tree planting option offered to residents.

Moved by Ald. Reeths, seconded by Ald. Gustafson to adjourn. Meeting adjourned at 5:17 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Colleen K. DeGrave".

Colleen DeGrave  
Municipal Services Administrative Assistant

# 6

## **Executive Summary** **Payment in Lieu Request – 221 Louisiana St**

**Petition:** Property owners John and Diane Homan are requesting to make a one-time payment in lieu of providing two parking spaces. The subject property is located at 221 Louisiana Street; parcel # 281-11-1072726000B, which is Unit B of the Cottage Hill Condominium. The building is currently being converted into a residence for the Homan's. Per the zoning code the property owner is required to provide two parking spaces for this residence. However, there is an exemption for properties located within the C-2 zoning district that allows the property owner to request to make a payment in lieu of providing the spaces.

**Considerations:** These requests are reviewed by the Parking and Traffic Committee with a recommendation to Council. The fee has historically been reviewed case by case with input from the applicant and City Staff. The City engineer reviewed the request and provided a cost based on adding two parking stalls to an ongoing parking lot project. The cost came to approximately \$2606.90 extra (\$1303.45 per space).


Factors that the Parking and Traffic Committee has considered in the past include

1. The percentage of the parking spaces that the applicant is willing to provide and the number normally required if the payment in lieu option wasn't being utilized. In this case, the property owner does not intend to provide any parking onsite and utilize public facilities. There is the ability to provide 2 off-street parking spaces on rear the property. However, the property owner would need to obtain permission from the other condo owner, since they only have 1/6 of the ownership. In addition, the only way to access this area would be through the City parking lot.
2. The amount of on-street parking in the area and the impact on Municipal Services operations. Louisiana Street allows for on-street parking; however, the parking lot is restricted to 2-hour parking during the day hours. In addition, there is a public parking lot abutting to the south and a public parking structure adjacent to the northwest.
3. Any other circumstances that would dictate an increase or decrease of the fee per space. The property owner has not presented any reasons that would cause for a decrease in the fee amount and City staff have no reasons to increase the fee amount.

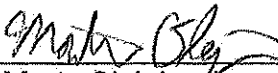
The Municipal Services Director has reviewed this request and has no concerns with the proposal. The property owner would need to obtain a winter parking permit issued through the municipal services office.

**Fiscal Impact:** The fee to be paid by the petitioner will go into the City's parking lot fund, which is a segregate capital fund strictly for municipal parking lot creation and maintenance.

**Recommendation:** Set the price per space at \$1300 for a total of \$2600 with the condition that the Cottage Hills Condominium documents be revised to allow residential uses.

Prepared by:   
Christopher Sullivan-Robinson  
Planner / Zoning Administrator

5-12-22  
Date

Reviewed by:   
Marty Olejniczak  
Community Development Director

5-12-22  
Date

Reviewed by: \_\_\_\_\_  
Josh Van Lieshout  
City Administrator

\_\_\_\_\_  
Date

Dear Sir,

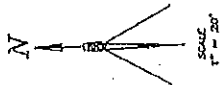
Due to the size constraints of our property at 221 Louisiana St., I ask for a one time parking fee that would substitute for a garage space.

Thank you,

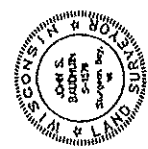
Jay Homan  
JAY HOMAN

# Cottage Hill Condominium

BEING:  
THE WESTERLY 88' OF THE NORTHERLY 1/2  
OF LOT 11, BLOCK 16 AND THE WESTERLY 88'  
OF LOT 12, BLOCK 16 OF THE MASSISSA  
MAP OF THE CITY OF STURGEON BAY, DOOR COUNTY,  
WISCONSIN.



- - 3/4" ROUND BOLT PFC
- ⊙ - 5/8" SET NEMA
- - 5/8" ROUND BOLT



THE PROPERTY SHOWN ON THIS MAP IS THE PROPERTY OF THE SURVEYOR AND ALSO THE PROPERTY OF THE SURVEYOR. THE SURVEYOR HAS NO LIABILITY FOR ANY LOSS OR DAMAGE TO THE PROPERTY OR FOR ANY INJURY TO PERSONS OR PROPERTY CAUSED BY THE USE OF THIS MAP OR FOR ANY OTHER REASON.

DATE: 12-31-97  
James S. Baudisch  
Surveyor

I, JOHN BUDWIG, REGISTERED LAND SURVEYOR FOR WISCONSIN, INCORPORATED, DO HEREBY CERTIFY THAT WE HAVE SURVEYED THE CONDOMINIUM PROJECT, ON ATTACHED 35 SET AND LOCATION OF THE PROJECT, ITS EXISTING BOUNDARIES, ADJACENT LOTS, ROADS, RAILROADS AND USABLE ENCLOSURES, ETC.

I FURTHER CERTIFY THAT I AM A LICENSED LAND SURVEYOR AUTHORIZED TO PRACTICE THAT PROFESSION IN THIS STATE AND AM NOT PROVIDING ANY OTHER SERVICE. I HAVE REVIEWED THE RECORDS AND THE INFORMATION AND LOCATION OF EACH UNIT OF THE CONDOMINIUM AND FOUND THEM TO BE ACCORDING TO THE PLAN.

