

1 PLAN COMMISSION MEETING MINUTES
2 TUESDAY, JULY 22, 2014
3 Sister Bay-Liberty Grove Fire Station – 2258 Mill Road
4

5 The July 22, 2014 meeting of the Plan Commission was called to order by Chairperson Dave
6 Lienau at 5:35 P.M.

7
8 **Present:** Chairperson Lienau, and members Scott Baker, Marge Grutzmacher, Eric Lundquist,
9 Don Howard and Nate Bell. Shane Solomon arrived at 5:41 P.M.

10
11 **Others:** Gerry Knudson, Keith Krist, Michele Notz, Lyle Bruss, Ardis Fletcher, Mark Koo, John
12 Redell, Jim and Connie Grotenhuis, Pat Crow, Marguerite Dalton, Leon Kellum, Father Robert
13 Burnell and two other individuals.

14
15 **Staff Members:** Village Administrator Zeke Jackson, and Administrative Assistant Janal
16 Suppanz.

17
18 **Comments, correspondence and concerns from the public:**

19 Jackson noted that there was no correspondence related to a non-agenda item, and Lienau then
20 asked if anyone wished to comment regarding a non-agenda item. No one responded.

21
22 **Approval of the agenda:**

23 *A motion was made by Grutzmacher, seconded by Baker that the Agenda for the July 22, 2014*
24 *meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

25
26 **Approval of minutes as published:**

27 **As to the minutes for the June 25, 2014 meeting of the Plan Commission:**

28 *A motion was made by Howard, seconded by Grutzmacher that the minutes for the June 25,*
29 *2014 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

30
31 **Business Items:**

32 **Item No. 1. Public Hearing on amending the Official Map for the Village of Sister Bay;**
33 **deleting some sections and recreating others; Consider a motion to act on proposed**
34 **amendments:**

35 *At 5:37 P.M. Lienau called the public hearing regarding proposed amendments to the Official*
36 *Map for the Village of Sister Bay to order.*

37
38 Jackson displayed a draft of the proposed Official Map, which is a long term planning tool used
39 by Village officials as well as developers, on the large screen in the front of the room and
40 explained that basically the amendments depicted on that document were an attempt to “clean
41 up” some discrepancies which had been identified by the Plan Commission. After all the
42 proposed amendments had been pointed out Lienau asked if anyone in the audience wished to
43 comment.

44
45 Pat Crow indicated that she resides in Hidden Maples. She’s excited about the possibility of
46 being able to access the highway without having to “go all the way around”, but is concerned
47 that there will be congestion and safety issues in the area of Canterbury Lane if the proposed
48 roads ever come to fruition.

49
50

1 Leon Kellum indicated that he owns a home on Northwoods Drive. Generally speaking all the
2 residents in that area of the Village are opposed to extending Northwoods Drive as they are
3 concerned that their property values will decrease. They are also concerned that their pets will
4 be put in harm's way. There are already a number of different access points to the area in
5 question, and Kellum and his neighbors believe other map amendments are possible. He also
6 believes privacy issues will arise if the storage area at Stony Ridge is constructed. Lienau noted
7 that the Plan Commission has already ruled that the storage units may only be utilized by Stony
8 Ridge residents and/or property owners.

9
10 Michele Notz, the Administrator of Scandia Village, indicated that Canterbury Lane will be
11 extended as a part of the SCAND expansion project. The management of SCAND is fully aware
12 that there are safety issues near Bargains Unlimited, and they will be addressed. Notz suggested
13 that if at all possible the Plan Commission consider creating an alternate entrance for SCAND.

14
15 Lyle Bruss of 2313 Maple Drive indicated that he owns two lots which will abut the Canterbury
16 Lane extension. He has no objections to the extension, but does have concerns about the
17 height of the new road as it basically will be about 4' above the existing grade, which will be
18 problematic. Bruss suggested that the elevation of the Canterbury Lane extension be reduced. It
19 was the consensus that this issue shall be referred to the Parks, Properties & Streets Committee.

20
21 Gerry Knudson of 10619 Claflin Lane indicated that he is the Personal Representative of the
22 Marston Anderson Estate. He is "totally opposed" to having a road run through the middle of
23 Anderson's property, which is what has been proposed.

24
25 John Redell of 10492 W. Stony Ridge Circle asked if the roads depicted on the Stony Ridge
26 plans will remain as originally proposed. Lienau responded that any plans which have already
27 been approved will stand.

28
29 Father Robert Burnell of 10494 E. Stony Ridge Circle noted that it is currently quite dark in the
30 Stony Ridge development during the evening hours. He believes that additional street lighting
31 on the new roads would be a "plus".

32
33 Jackson read letters which had been received from Marguerite Dalton and Lee Kellum, Keith
34 and Vivian Nienow and Bill and Ellen Goodrich aloud. Copies of all those letters are hereby
35 attached and incorporated by reference. He also read a letter which was received from Chris
36 Hecht, the Fire Chief, aloud. In that letter Hecht states that he supports the proposed
37 subdivision plat for the Stony Ridge Development which was approved by the Village Board on
38 July 16, 2014. He also states that he believes the roadway width in and around the proposed
39 storage units, the extension of Northwoods Drive and reconfiguring of the end of Ava Hope
40 Trail will improve emergency vehicle access to and around the entire project.

41
42 *At 5:55 P.M. Lienau asked if anyone else wished to comment, and when no one responded he*
43 *declared that the public hearing was officially closed.*

44
45 Discussion took place regarding the effect of the proposed Official Map amendments on the
46 property owned by the Marston Anderson Estate, and it was the consensus that the officially
47 mapped street should not run through the middle of that property. Instead it will run along the
48 south boundary of it as had originally been planned on prior versions of the map. It was also
49 the consensus that the proposed extension of Canterbury Lane is acceptable, but that the
50 elevation issues mentioned by Lyle Bruss shall be referred to the Parks, Properties & Streets

1 Committee. The Commission members indicated that they can understand the concerns raised
2 by the owners of property abutting Northwoods Drive, but D.O.T. regulations are limiting and
3 they believe "the greater good" must be taken into consideration. Therefore, the dedicated road
4 shall be connected to the Stony Ridge development as proposed, but the safety issues the
5 affected property owners voiced concerns about shall be referred to the Parks, Properties &
6 Streets Committee.

7
8 *A motion was made by Baker, seconded by Bell that the Plan Commission recommends that*
9 *the Village Board approve the Official Map amendments which were reviewed and formulated*
10 *at this meeting. A map on which all the agreed upon amendments are delineated is hereby*
11 *attached and incorporated by reference. Motion carried – All ayes.*

12
13 *At 7:07 P.M. a brief recess was taken and the Commission reconvened at 7:12 P.M.*

14
15 **Item No. 2. Review of the section of the Zoning Code related to delivery trucks in residential**
16 **districts, (§66.0501(e)(2)(h)), and formulation of a recommendation to staff for action:**

17 At the present time §66.0501(e)(2)(h) of the Zoning Code states that no more than two
18 deliveries of product or material for home based occupations are permitted per week. At the
19 last Village Board Meeting Solomon indicated that he believes this provision is unreasonable
20 since many people shop on the internet and have no control over when deliveries will be
21 made, and the other Board members concurred. Hence, a referral was made to the Plan
22 Commission.

23
24 *A motion was made by Grutzmacher, seconded by Howard that a public hearing shall be*
25 *conducted regarding the possibility of deleting §66.0501(e)(2)(h) of the Zoning Code in its*
26 *entirety at the August Plan Commission Meeting. Motion carried with Lundquist opposed.*

27
28 **Item No. 3. Review of the section of the Zoning Code related to the use of solar and wind**
29 **energy, (§66.0505), and formulation of a recommendation to staff for action:**

30 Section 66.0505 of the Zoning Code prohibits wind power generation in any district in the
31 Village, and also prohibits wind power generation on the waters of Green Bay which are within
32 the jurisdiction of the Village, but 2009 Act 40, Chapter PSC 128 of the Wisconsin
33 Administrative Code states that the Public Service Commission shall set the standards for wind
34 turbine siting throughout the State. The Village is not allowed to enact ordinances which are
35 more restrictive than State regulations, and, therefore, it was the consensus that §66.0505
36 should be amended accordingly.

37
38 *A motion was made by Bell, seconded by Solomon that a public hearing shall be conducted*
39 *regarding amendment of §66.0505 of the Zoning Code at the August Plan Commission*
40 *Meeting. Motion carried – All ayes.*

41
42 **Item No. 4. Review of the sections of the Zoning Code related to unkempt lots/grass,**
43 **(§66.1060), and formulation of a recommendation to staff for action; Consider recommending**
44 **that the Parks Committee review §30.20 of the Municipal Code – Exterior Property**
45 **Maintenance:**

46 Section 66.1060 of the Zoning Code contains a number of regulations regarding landscaping,
47 and §30.20 of the Municipal Code pertains to exterior property maintenance.

48
49 *The Commission members jointly reviewed the provisions of the previously mentioned sections*
50 *and it was the consensus that the provisions of §66.1060 are acceptable but that the Parks*

1 *Committee shall be asked to review and consider amendments to the exterior property*
2 *maintenance regulations which are delineated in §30.20 of the Municipal Code.*
3

4 **Item No. 5. Review of the section of the Zoning Code related to noise, (§66.0808), and**
5 **formulation of a recommendation to staff for action:**

6 The Commission members reviewed a number of materials pertaining to acceptable noise
7 levels and also reviewed the provisions of §66.0808 of the Zoning Code. At the present time
8 the allowable noise level is 65 decibels in residential districts and 70 decibels in business
9 districts. The suggestion was made that a more appropriate allowable decibel level may be 85
10 decibels. Jackson noted that he does intend to purchase a decibel meter and would like to take
11 that piece of equipment around the Village when there are large groups of people present or
12 bands are performing and record the readings he obtains. He will report his findings at a future
13 Plan Commission meeting(s).
14

15 *A motion was made by Solomon, seconded by Bell that a public hearing shall be conducted*
16 *regarding amendment of §66.0808 of the Zoning Code as soon as Jackson has had an*
17 *opportunity to compile all the necessary data. Motion carried – All ayes.*
18

19 **Item No. 6. Report by the Zoning Administrator regarding development activities, various**
20 **enforcement actions, and issuance of Sign and Zoning Permits:**

21 **A. Issuance of a Long Duration Special Event Sign Permit to CHOP:**

22 Jackson has issued a Long Duration Special Event Sign Permit to CHOP for the banner
23 which is displayed on the Country Walk Shops sign off of Country Walk Drive.
24

25 **Item No. 7. Discussion regarding matters to be placed on a future agenda or referred**
26 **to a committee, Village official or employee:**

27 *It was the consensus that:*
28

- 29 1. *The public hearing regarding the possibility of deleting §66.0501(e)(2)(h) of the*
30 *Zoning Code shall be conducted at the August Plan Commission Meeting.*
- 31 2. *The public hearing regarding amendment of §66.0505 of the Zoning Code shall*
32 *be conducted at the August Plan Commission Meeting.*
- 33 3. *The public hearing regarding amendment of §66.0808 of the Zoning Code shall*
34 *be conducted as soon as Jackson has an opportunity to compile the necessary*
35 *data.*
36

37 *It was also the consensus that the following issues shall be referred to the Parks,*
38 *Properties & Streets Committee:*
39

- 40 1. *The concerns about the elevation of the Canterbury Lane extension.*
- 41 2. *The concerns about safety issues which were voiced by the owners of property*
42 *which will be affected by the Northwoods Drive extension.*
- 43 3. *Review of the exterior property maintenance regulations delineated in §30.20 of the*
44 *Municipal Code.*
45

46 **Adjournment:**

47 *A motion was made by Grutzmacher, seconded by Solomon to adjourn the meeting of the Plan*
48 *Commission at 7:52 P.M. Motion carried – All ayes.*
49
50

Minutes of the July 22, 2014 Meeting of the Plan Commission

1 Respectfully submitted,



2
3 Janal Suppanz,
4 Administrative Assistant

July 21, 2014

Marguerite Dalton
Leon Kellum
10444 Northwoods Drive
Sister Bay, WI 54234

Dear Sister Bay Planning Commission,

We are permanent residents of Sister Bay and own a home and an extra lot on Northwoods Drive.

We are very concerned about the proposed map amendment that includes a new right-of-way connecting Northwoods Dr. to a road going North through the condo development and to Cherrywood Lane.

This seems to be of little benefit since residents of the area between Hwy. 42 and Cherrywood Lane. would have access to Hwy. 57 via Cherrywood Lane or the other proposed road connecting the North/South road through the condo development to Fieldcrest Rd. It would provide anyone on Northwoods Dr. with a shortcut to Hwy. 42 but we do not want it.

We believe our property is more desirable with the road as it is, a cul-de-sac. We built our home and purchased the lot because it was on a closed cul-de-sac with minimal car traffic in front of our house. The proposed road would destroy our quiet peaceful subdivision. The property values have declined over the past few years but our taxes have not declined. Putting the road through will make our subdivision less desirable and make our property values decline.

The village of Sister Bay has recently purchased a number of expensive parcels of land. While we don't necessarily disagree with the purchases, we do think that the Village could save money by not putting the road through. It is our understanding that the Village has a very limited budget at present. We think it would be in the best interest of the village to keep our property values as high as possible by leaving the cul-de-sac.

To clarify, we are only objecting to the small part of the road connecting Northwoods Dr. to the North. Thank you for your service and your careful consideration of this matter.

Yours truly,

Marguerite Dalton
Lee Kellum
Owners of 10444 Northwoods Drive, Lot 4 and Lot 3

Keith and Vivian Nienow
8280 N 54th St.
Brown Deer WI 53223

July 14, 2014

Dear Sister Bay Plan Commission,

We own a lot on Northwoods Dr., and hope to build on it. We are very concerned about the proposed map amendment that includes a new right-of-way connecting Northwoods Dr. to a road going North through the condo development and to Cherrywood Ln.

The proposal seems to be of little benefit, since residents of the area between Hwy. 42 and Cherrywood Dr. would have access to Hwy. 57 via Cherrywood Dr. or the other proposed road connecting the North/South road through the condo development to Fieldcrest Rd. It would provide anyone on Northwoods Dr. with a shortcut to Hwy. 42, but we do not want it.

We believe our property is more desirable with the road as it is; a cul-du-sac. We think it would be in the best interest of the village to keep our property values as high as possible.

To clarify, we are only objecting to the small part of the road connecting Northwoods Dr. to the North.

Thank you for your service and your careful consideration of this matter.

Yours truly,



Keith and Vivian Nienow
Owners of Northwood Estates lot 6

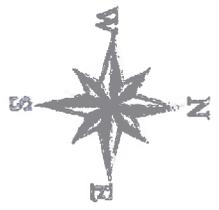
enclosure: map (draft) showing section we object to

Official Map
of the
Village of Sister Bay
Door County, Wisconsin
Last Updated: May 16, 2014

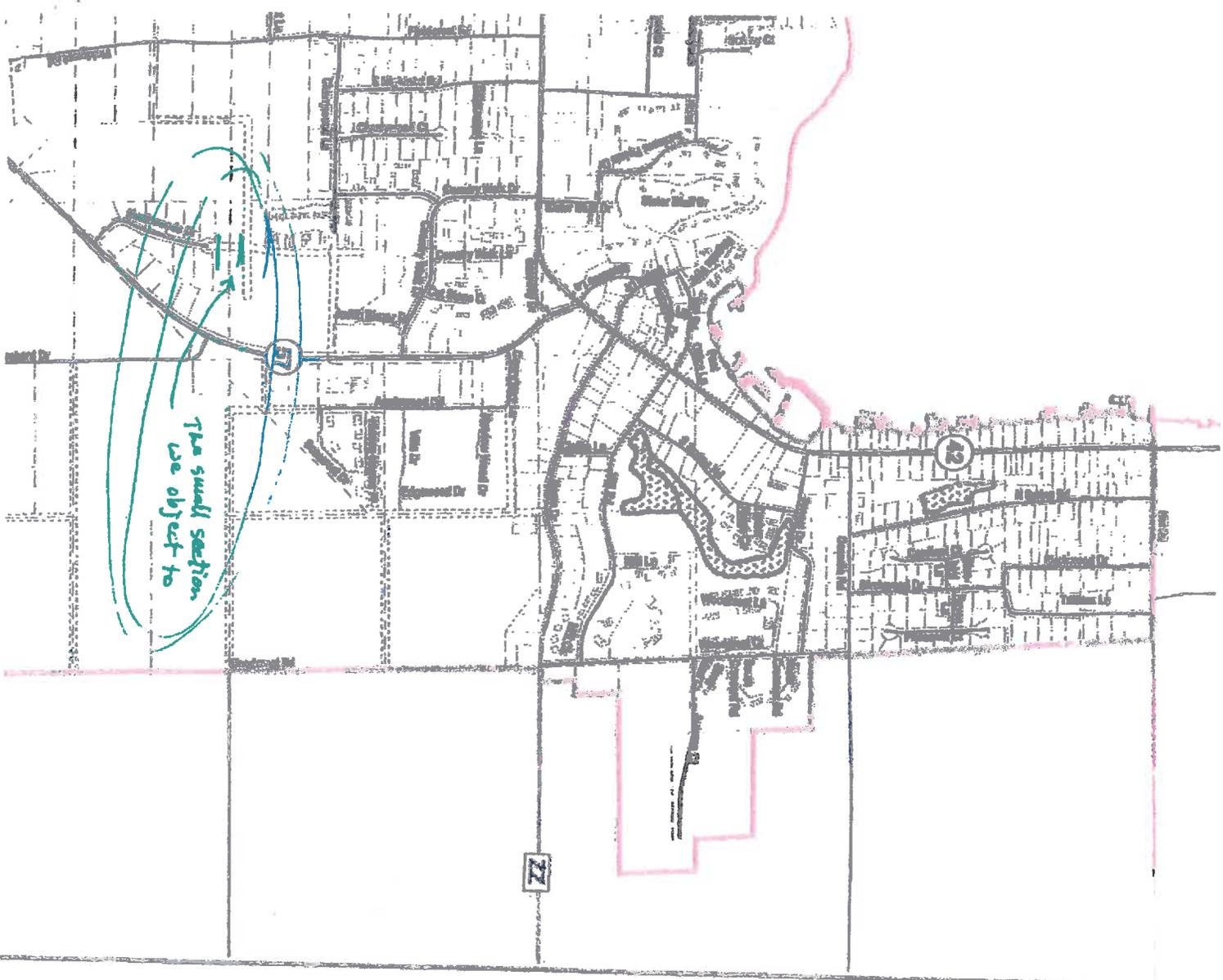
DRAFT

-  STATE HIGHWAY
-  COUNTY ROAD
-  TOWN ROAD
-  VILLAGE STREET
-  PRIVATE ROAD
-  PROPOSED RIGHT-OF-WAY

-  Village Boundary
-  Parcel Boundaries



1" = 1200'



July 15, 2014

Plan Commission of the Village of Sister Bay
PO Box 769
Sister Bay, WI 54234

Dear Plan Commission,
Thank you for the opportunity for property owners in Sister Bay to express our opinions.

We have some concerns regarding the proposed amendment to the map of the Village of Sister Bay. Why is there a need to make Northwoods Drive a through street? It appears that Cherrywood Lane is to be extended to Hwy 57 on the proposed map. Cherrywood Lane would be a much more convenient connection to Hwy 57 for the residents of the Stoney Ridge subdivision and better accessibility for village and county services to the Stoney Ridge subdivision.

Extending Northwoods Drive will cause unnecessary traffic in our quiet subdivision on Northwoods Drive. It serves no purpose for us on Northwoods Drive or for the residents of Stoney Ridge subdivision. Cherrywood Lane is an easier access to Stoney Ridge. We would prefer that Northwoods Drive remain a dead end street with no access to the Stoney Ridge condominium complex. Thank you for your consideration of this matter.

Sincerely,

Bill & Ellen Goodrich
10445 Northwoods Drive
Sister Bay, WI 54234
815-252-5860

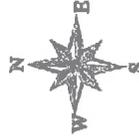
Official Map

of the
Village of Sister Bay
Door County, Wisconsin

Last Updated: May 16, 2014

- STATE HIGHWAY
- COUNTY ROAD
- TOWN ROAD
- VILLAGE STREET
- PRIVATE ROAD
- PROPOSED RIGHT-OF-WAY

- Village Boundary
- Parcel Boundaries



Map created for the Village of Sister Bay
by Door County Planning Department:

421 Nebraska Street
Sturgeon Bay WI 54235
920-746-2323

GREEN BAY

