

1 PLAN COMMISSION MEETING MINUTES
2 TUESDAY, MARCH 24, 2015
3 Sister Bay-Liberty Grove Fire Station – 2258 Mill Road
4

5 The March 24, 2015 meeting of the Plan Commission was called to order by Chairperson Dave
6 Lienau at 5:36 P.M.

7
8 **Present:** Chairperson Lienau, and members Scott Baker, Marge Grutzmacher, Nate Bell and
9 Don Howard.

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11 **Excused:** Eric Lundquist and Shane Solomon

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13 **Others:** Stan Wilson, Keith Garot, Mark Kunstman, John Ostran and Gary Dooley.

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

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

18 Jackson noted that the property the Old School was located on has been sold to a developer,
19 and a number of people have called the Village Office to complain that the school was being
20 demolished. The developer did offer the building to the Sister Bay Historical Society, and also
21 offered to pay for a portion of the moving costs, but unfortunately those costs were just one part
22 of the equation. The building was in such a sad state that it probably could have been
23 condemned; it contained asbestos, the roof leaked, and it would have cost hundreds of
24 thousands of dollars to renovate it. There was talk about selling the Old School property for ten
25 years, but no one from the public actually stepped forward to offer to save the building. A
26 number of the building materials will be repurposed.

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28 Lienau asked if anyone wished to comment regarding a non-agenda item. No one responded.
29 He also noted that no new correspondence had been received.

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31 **Approval of the agenda:**

32 *A motion was made by Grutzmacher, seconded by Baker that the Agenda for the March 24,*
33 *2015 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

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35 **Approval of minutes as published:**

36 **As to the minutes for the February 24, 2015 meeting of the Plan Commission:**

37 *Grutzmacher indicated that she was not in attendance at the February 24, 2015 meeting and*
38 *was excused.*

39
40 *Lienau noted that the minutes should be amended in such fashion that the sentence which*
41 *begins on Page 1 – Line 20 reads, “Solomon” asked if anyone wished to comment regarding a*
42 *non-agenda item.*

43
44 *A motion was made by Baker, seconded by Howard that the minutes for the February 24, 2015*
45 *meeting of the Plan Commission be approved as amended. Motion carried – All ayes.*

46
47 **Business Items:**

48 **Item No. 1. Discussion regarding the Development Agreement with Stony Ridge**
49 **Development, LLC; and consider a motion to approve that document and forward it to the**
50 **Village Board:**

1 A site plan for the Stony Ridge Expansion Project was presented by Stan Wilson and Keith
2 Garot, and they explained the various components of that plan. The Stony Ridge Expansion
3 Project will consist of multi-family and single family housing units, condominiums, and storage
4 units, and the proposed improvements will have a total assessed value of approximately
5 \$5,075,000. Construction will occur in phases. In order for the expansion project to come to
6 fruition certain infrastructure improvements will be required, and Garot has asked the Village to
7 loan him \$530,000 to cover those expenses. The infrastructure improvements will be dedicated
8 to the Village. Garot has also arranged financing through the Bank of Luxemburg.

9
10 Jackson noted that a draft of a proposed Development Agreement for the Stony Ridge
11 Expansion Project was included in the meeting packets, and the Commission members jointly
12 reviewed that document.

13
14 *A motion was made by Lienau, seconded by Baker that the Plan Commission recommends that*
15 *the Village Board approve the Development Agreement with Stony Ridge Development, LLC*
16 *which was reviewed at this meeting, on the condition that dates and applicable text must be*
17 *inserted in all the highlighted areas on that document. Motion carried – All ayes.*

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19 **Item No. 2. Discussion regarding signage design and site plans for the Country Walk Shops;**
20 **and consider a motion to approve those plans and forward appropriate elements to the Parks**
21 **Committee for further action:**

22 Jackson presented signage design plans for the Country Walk Shops as well as a diagram
23 depicting the proposed locations for those signs. There are no issues with locating the proposed
24 signage on Site 1, Site 2 and Site 3, but Site 4 is actually Village owned property. Therefore,
25 Plan Commission and Parks, Properties and Streets Committee approval will be required.

26
27 *A motion was made by Grutzmacher, seconded by Baker that the Plan Commission approves*
28 *the signage design plans for the Country Walk Shops as well as the diagram depicting the*
29 *location of those signs which were reviewed at this meeting, on the condition that the Village's*
30 *Parks, Properties and Streets Committee must grant approval for Site 4 to be utilized. Motion*
31 *carried – All ayes.*

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33 **Item No. 3. Report by the Zoning Administrator regarding development activities, various**
34 **enforcement actions, and issuance of Sign and Zoning Permits:**

35 Jackson gave the following oral report:

- 36 • *Several years ago the Plan Commission authorized Bob Kufrin, who was the Village*
37 *Administrator, and Denise Bhirdo, who was the Chair of the Plan Commission, to*
38 *approve all Sign Permit Applications on the condition that any signs which could be*
39 *deemed to be non-compliant or of a questionable nature must still be presented to the*
40 *Commission for review. It was the consensus that Jackson and Lienau shall continue to*
41 *follow this practice.*
- 42 • The management of Premier Real Estate is moving forward with their development plans.
- 43 • It appears that the Birchwood Lodge Pool House will be constructed in the near future.
- 44 • Work is steadily progressing on the Line Burial Project as well as the Beach
45 Reconstruction Project.
- 46 • Hopefully the grant funds for the Beach Reconstruction Project will be released in the
47 near future. Several citizens have sent letters of support to the Joint Finance Committee.

48
49 **Item No. 4. Discussion regarding matters to be placed on a future agenda or referred**
50 **to a committee, Village official or employee:**

1 *There were no matters to be placed on a future agenda or referred to a committee, Village*
2 *official employee.*

3

4 **Adjournment:**

5 *A motion was made by Howard, seconded by Grutzmacher to adjourn the meeting of the Plan*
6 *Commission at 6:35 P.M. Motion carried – All ayes.*

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8 Respectfully submitted,



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10 Janal Suppanz,
11 Assistant Administrator

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