



PLAN COMMISSION MEETING AGENDA

Tuesday, November 25, 2014 at 5:30 P.M.

Sister Bay-Liberty Grove Fire Station – 2258 Mill Road, Sister Bay, WI

For additional information check: [Http://www.sisterbaywi.gov](http://www.sisterbaywi.gov)

In order for everyone to hear the discussion please, turn off your cell phone. Thank you.

Call Meeting to Order / Roll Call Deviations from the agenda order shown may occur.

Comments, correspondence and concerns from the public

Approval of the agenda

Approval of minutes as published

Business Items

1. Public Hearing on amending and recreating sections 66.0711, Shopping Center Signage; Consider a motion to discuss and recommend to the Village Board for Action.
2. Consider a motion to discuss and recommend to proceed to public hearing, section 66.0808 Noise Levels in various Zoning Districts.
3. Consider a motion to discuss and approve a preliminary plan for Stony Ridge Development.
4. Consider a motion to approve a Certified Survey Map for the Good Samaritan Society.
5. Consider a motion to approve preliminary architectural plans from Premier Real Estate.
6. Consider a motion to discuss and recommend to proceed to public hearing, section 66.1005(1)(e) Permitted Façade Materials.
7. Report by the Zoning Administrator regarding development activities, various enforcement actions, and issuance of Sign and Zoning Permits.
 - Report on Permits/Enforcement Actions:
 - Letter sent to Church Hill Inn for noxious weeds.
 Approval given to Ironwood Yoga for Sign.
8. Matters to be placed on a future agenda or referred to a Committee, Official or Employee

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at zeke.jackson@sisterbaywi.gov.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:		
<input type="checkbox"/> Administration Building	<input type="checkbox"/> Library	<input type="checkbox"/> Post Office
_____/_____ Name Date		

1 PLAN COMMISSION MEETING MINUTES
2 TUESDAY, OCTOBER 28, 2014
3 Sister Bay-Liberty Grove Fire Station – 2258 Mill Road
4 (APPROVAL PENDING)
5

6 The October 28, 2014 meeting of the Plan Commission was called to order by Chairperson
7 Dave Lienau at 5:31 P.M.

8
9 **Present:** Chairperson Lienau, and members Scott Baker, Shane Solomon and Don Howard.

10
11 **Excused:** Eric Lundquist

12
13 **Absent:** Marge Grutzmacher and Nate Bell

14
15 **Others:** Lee and Ruth Telfer, Karen McCarthy, Kathy Enquist, Gary Dooley, Curt and Roxie
16 Wiltse, Jay Kita, Greg Casperson, John Ostran, Lynn Church, Jill Wettstein and two other
17 individuals.

18
19 **Staff Members:** Village Administrator Zeke Jackson, and Administrative Assistant Janal
20 Suppanz.

21
22 **Comments, correspondence and concerns from the public:**

23 Jackson read a letter which had been received from Bob Sitte aloud. In that letter Sitte requests
24 that the Village consider a Zoning Code amendment which allows metal siding in the R-3
25 District. Lienau then asked if anyone wished to comment regarding a non-agenda item. No one
26 responded.

27
28 **Approval of the agenda:**

29 *A motion was made by Solomon, seconded by Baker that the Agenda for the October 28, 2014*
30 *meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

31
32 **Approval of minutes as published:**

33 **As to the minutes for the September 23, 2014 meeting of the Plan Commission:**

34 *A motion was made by Baker, seconded by Howard that the minutes for the September 23,*
35 *2014 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

36
37 **Business Items:**

38 **Item No. 1. Public Hearing regarding amendment and recreation of §66.0323,**
39 **Grandfathering in the B-3 Zoning District; Consider a motion to discuss and make a**
40 **recommendation to the Village Board for action:**

41 The D.O.T. Hwy. 42 Reconstruction Project will substantially change the centerline of
42 Highway 42 and require the acquisition of rights-of-way throughout the project area, which
43 will change existing lot sizes and setbacks, and, in effect, create non-conforming structures.
44 Over the course of the past several months the Plan Commission has been discussing this issue,
45 and a draft of proposed amendments to §66.0323 of the Zoning Code – Grandfathering in the
46 B-3 Zoning District, was included in the meeting packets. Basically if the proposed amendment
47 is approved, §66.0323 will read, “lots shall count rights-of-way to the center line for purposes
48 of calculating area, setbacks and open space”.
49
50

1 At 5:35 P.M. Lienau called the public hearing regarding amendment and recreation of
 2 §66.0323 – Grandfathering in the B-3 Zoning District, to order and asked if anyone wished to
 3 comment regarding the proposed amendment.
 4

5 Lee Telfer indicated that his wife and her brother own property which will be adversely affected
 6 by the right-of-way acquisition, and noted that he and his family members are definitely in
 7 favor of the proposed Zoning Code amendment.
 8

9 At 5:40 P.M. Lienau asked for a show of hands as to who was opposed to the amendment, and
 10 no one in the audience responded affirmatively. He then asked if anyone else wished to
 11 comment, and when no one responded he declared that the hearing was officially closed.
 12

13 A motion was made by Baker, seconded by Howard that the recommendation is made to the
 14 Village Board that the proposed amendment to §66.0323 of the Zoning Code – Grandfathering
 15 in the B-3 Zoning District, be approved as presented. Motion carried – All ayes.
 16

17 **Item No. 2. Discussion on a proposal from the Country Walk Shops Association on signage**
 18 **changes:**

19 **Item No. 3. Review of §66.0711 - Shopping Center Signage; Consider potential draft**
 20 **amendments and a motion to proceed to public hearing:**

21 The signage which is currently displayed on the Country Walk Shops property does not make it
 22 clear that the Country Walk Shops complex consists of a number of individual shops as well as
 23 the Piggly Wiggly Grocery Store. Oftentimes visitors to the area do not even know that there are
 24 any shops or a grocery store located within that complex, or, if they do, they cannot find them.
 25 For quite some time the members of the Plan Commission have indicated that they realize there
 26 are issues with the Country Walks Shops signage and would be willing to work with the
 27 members of the Country Walk Owner’s Association on workable solutions to the problems
 28 which have been identified. A signage proposal which was submitted by the Country Walk
 29 Owner’s Association as well as a copy of §66.0711 – the existing shopping center signage
 30 regulations, was included in the meeting packets and the Commission members jointly
 31 reviewed those documents. Jackson is recommending that the Commission formulate Zoning
 32 Code amendments which permit a specific number of square feet of signage based upon
 33 frontage as soon as possible as detours will be in effect which will direct traffic past the Country
 34 Walk Shops when work is done on the highway reconstruction project.
 35

36 Karen McCarthy indicated that she is the owner of Tea Thyme, one of the shops in the Country
 37 Walk complex. When the Country Walk Shops were originally constructed in the 1980’s it was
 38 a thriving shopping center with attractive walkways and was a “shopping destination” for many
 39 people. She and the other unit owners in the Country Walk Shops would like to revitalize that
 40 facility, and, to that end they presented the previously mentioned signage proposal. On a
 41 number of occasions visitors to the area have told McCarthy that they didn’t even know any of
 42 the shops even existed. She and her associates believe the signage proposal they are presenting
 43 would solve some, but not all of the identified issues, and they are working on solutions to all
 44 of them. They also believe there is a disparity between the signage regulations for downtown
 45 businesses and shopping centers and are hoping that the Plan Commission will consider their
 46 proposal. For the past few months individual businesses have been able to display temporary
 47 business identification signage on the main shopping center sign which is displayed on S. Bay
 48 Shore Drive, and that has been very helpful.
 49

1 *It was the consensus that §66.0711 of the Zoning Code shall be amended in such fashion that it*
 2 *states that:*

- 3 • *The fronts of any buildings which allow access to individual shops within a shopping*
 4 *center shall be considered when the allowable amount of square footage for signage is*
 5 *calculated, and a multiplier of .75 X the width of all store frontage shall be used when*
 6 *those calculations are made.*

7 *Further:*

- 8 • *No more than two marquee signs which may be up to 12 feet tall and 72 square feet in*
 9 *size will be allowed for shopping centers;*
- 10 • *No more than one ground sign will be allowed for shopping centers;*
- 11 • *Stand alone businesses within shopping centers which are currently allowed 8 square*
 12 *feet of signage shall be allowed 12 square feet of signage;*
- 13 • *Stand alone businesses within shopping centers which are currently allowed 12 square*
 14 *feet of signage shall be allowed 16 square feet of signage; and,*
- 15 • *None of the previously mentioned amendments will apply to shopping centers located*
 16 *within the B-2 or B-3 Districts.*

17
 18 *A motion was made by Howard, seconded by Baker that a public hearing shall be conducted*
 19 *regarding the previously mentioned amendments to §66.0711 of the Zoning Code – Shopping*
 20 *Center Signage, at the November Plan Commission Meeting. Motion carried – All ayes.*

21
 22 **Item No. 4. Report by the Zoning Administrator regarding development activities, various**
 23 **enforcement actions, and issuance of Sign and Zoning Permits:**

24 *In accord with the Commission's directives Jackson contacted the employees in the County's*
 25 *Zoning Office regarding the new wetland delineations which appear on proposed mapping for*
 26 *the Village. The DNR makes those delineations, and it appears that a mistake may have been*
 27 *made on the new mapping. The map on which wetlands are identified is a "planning tool" and*
 28 *it will not be necessary for Village officials to adopt it if they do not believe it's accurate. It was*
 29 *the consensus that DNR officials shall be asked to review the map and correct it if they deem*
 30 *that action is necessary.*

31
 32 *Some time ago a Long Duration Event Sign Permit was issued to Brad Massey for his temporary*
 33 *yoga business signage. Massey has now erected permanent signage for his business without*
 34 *applying for a regular Sign Permit. Massey was contacted regarding this issue and subsequently*
 35 *did submit a Sign Permit Application. It was the consensus that Massey shall be informed that*
 36 *the Plan Commission does not condone his actions, but if the Village Administrator determines*
 37 *that his new sign is compliant a Sign Permit will be issued for his new sign.*

38
 39 **Item No. 6. Discussion regarding matters to be placed on a future agenda or referred**
 40 **to a committee, Village official or employee:**

41 *It was the consensus that:*

- 42 1. *At the November Plan Commission Meeting a public hearing shall be*
 43 *conducted regarding the previously mentioned amendments to §66.0711 of the*
 44 *Zoning Code.*
- 45 2. *The wetland delineation issue shall be referred to the DNR for review and*
 46 *possible revision.*
- 47 3. *At the November Plan Commission Meeting the provisions of the Village's*
 48 *Architectural Guidelines shall be reviewed, and discussion shall take place*
 49 *regarding the possibility of amending them in such fashion that a metal side*
 50 *building is allowed.*

1 **Adjournment:**

2 *A motion was made by Howard, seconded by Solomon to adjourn the meeting of the Plan*
3 *Commission at 7:34 P.M. Motion carried – All ayes.*

4
5 Respectfully submitted,



6
7 Janal Suppanz,
8 Administrative Assistant



Plan Commission Public Notice

The Sister Bay Plan Commission will hold a public hearing at the Sister Bay Fire Station, 2258 Mill Rd, Door County, Wisconsin on **Tuesday, November 25, 2014 at 5:30 P.M.** or shortly thereafter, for the purpose of considering proposed text amendments to the Zoning Code. Sections of the Zoning Code to be considered include §66.0711 – Shopping Center Signage.

The purpose of this public hearing is to obtain comments and input from the public on the proposed text amendments.

A copy of the proposed amendments and the current Zoning Code are available for inspection. The Zoning Code and Zoning Map for the Village are also on file at the Zoning Administrator's office and may be viewed at 2383 Maple Drive weekdays between 8:00 a.m. and 4:00p.m. The drafts are available on the Village web site at www.sisterbaywi.info.

Written testimony, including email, will be accepted at the Sister Bay Administration Building, 2383 Maple Drive, Sister Bay, WI 54234, (FAX 920-854-9637) until 3:00 P.M. on the day of the meeting. Letters will be available for public inspection during normal business hours, until the close of business on the day of the hearing. Letters will be entered into the record; and a summary of all letters will be presented at the meeting, but individual letters may not be read. Anonymous correspondence will not be accepted.

All application materials for Regular Zoning Permits, Conditional Use Permits and zoning amendment petitions may be viewed at the Sister Bay Administration Building, 2383 Maple Drive, Sister Bay, WI during normal business hours, 8:00am. -4:00p.m.

By order of the Plan Commission of the Village of Sister Bay.

Zeke Jackson
Zoning Administrator
zeke.jackson@sisterbaywi.gov

VILLAGE OF SISTER BAY ZONING CODE

SEC. 66.0711 SHOPPING CENTER SIGNAGE WITH PERMIT

SEC. 66.0711 SHOPPING CENTER SIGNAGE WITH PERMIT

195	0.410	0.451	0.492
200	0.400	0.440	0.480
Over 200	0.390	0.429	0.468

1
2 (c) Window Advertising.
3 All businesses are allowed window adver-
4 tising, which may be placed only on the
5 inside of buildings and shall not exceed 25
6 percent of the glass area of the windows
7 fronting on a public street. The advertising
8 shall not include the store or business
9 name. Window advertising as specified
10 above shall not require a permit.
11 (d) Awning Signage.
12 All businesses are allowed signage on awn-
13 ings subject to permit. Awning signage
14 may include logos, business names, sym-
15 bols and wording placed only on the flap.
16 Awning/canopy covering pedestrian or ve-
17 hicle access areas signs shall provide no
18 less than eight feet vertical clearance be-
19 tween the bottom of the sign and the
20 ground, (finished surface), directly beneath
21 the awning/canopy. Signage on awnings
22 shall not count towards total signage.
23 (e) Directory Signage.
24 One entrance directory sign for each sepa-
25 rate tenant space in multi-tenant buildings
26 may be placed on the building and each
27 directory sign shall not exceed two square
28 feet per side. In lieu of one entrance direc-
29 tory sign for each separate tenant space, a
30 single wall sign may be permitted. The ar-
31 ea of the wall sign shall be no larger than
32 the cumulative amount of the permitted
33 separate entrance directory signs. The in
34 lieu of sign shall be in addition to the sign
35 areas allowed in (b) above and shall con-
36 form to all of the requirements of this sec-
37 tion.
38 (f) Certain Sandwich Board Signs.
39 See Section 66.0713.
40 (g) Permitted Types of Signs.
41 A business may divide the total permitted
42 signage into any combination of the four
43 types listed below, not to exceed the total
44 permitted area limits set forth in (b) above.
45 (1) Wall signs placed flat against the
46 exterior walls of a building shall not
47 extend above the roofline. Wall
48 signs shall not extend beyond the
49 ends of the wall to which they are
50 attached.
51 (2) Projecting signs fastened to, sus-
52 pended from or supported by struc-

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tures, shall not extend more than six
feet into the required yard area,
shall not extend into any public
right-of-way, shall not extend over
any driveway and, shall be at least
ten feet from all side lot lines. The
projecting sign shall not be located
at a point higher than 75% of the
wall measured from the top of the
foundation where it is located.
(3) Ground signs shall not exceed eight
feet in height. Ground signs shall be
located at least ten feet from any
street right-of-way and at least ten
feet away from any side or rear lot
line except as specified in (a) below.
Ground signs shall comply with the
traffic visibility requirements set
forth in section 66.0401 [See page
81]. All ground signs shall include
landscaping at the base of the sign.
a. In the B-3 Downtown Busi-
ness District ground signs
may be located no closer
than ten feet from the face of
the curb, if the existing build-
ing and/or terrain is not suit-
able for the setback as speci-
fied above.
b. All parcels shall be limited to
one ground sign, regardless
of the number of businesses,
buildings on the site or the
number of street frontages
abutting the property.
(4) Vending machines.
Only vending machines without in-
ternal illumination are permitted in
all business districts.

Sec. 66.0711 Shopping Center Signage with Permit

A shopping center is defined as a multi-tenant, multi-building commercial and retail development under common ownership or management that exceeds two acres in size and located in the B-1 zoning district. The shopping center may be permitted the following signage in addition to the approved building signage as specified in Section 66.0710.
(a) On Premise Master Identification Signage.
A two master identification **marque** ground sign may be provided which displays the name of the shopping center, and may also include information such as, but limited to: names or lists of individual stores and the

VILLAGE OF SISTER BAY ZONING CODE

SEC. 66.0712 BUSINESS OFF-PREMISE SIGNAGE WITH PERMIT

SEC. 66.0712 BUSINESS OFF-PREMISE SIGNAGE WITH PERMIT

- 1 hours of operation. ~~One~~ **Two** **marque** master
2 identification signs may be permitted 54
3 along the State highway abutting a shopping 55
4 center. The **marque** master identifica- 56
5 tion signs shall not exceed **48** **72** square 57
6 feet per side in total area, and **not** exceed 58
7 **12** feet in height. The location shall be ap- 59
8 proved by the Plan Commission prior to 60
9 the issuance of a Sign Permit. 61
- 10 (b) Business or Tenant Signage. 62
11 Signage specified in Section 66.0710(g)(1) 63
12 and (2) may be provided for each individu- 64
13 al tenant business in a shopping center. In 65
14 a multi-tenant building, each business shall 66
15 be permitted signage up to ~~eight~~ **(8)** **twelve** 67
16 **(12)** square feet per side. In a single tenant 68
17 building the business shall be permitted 69
18 signage up to ~~12-~~ **sixteen** **(16)** square feet 70
19 per side **on the interior of the shopping** 71
20 **center** 72
- 21 (c) Additional On Premise Identification Sign- 73
22 age 74
23 One additional master identification 75
24 ground sign on the shopping center proper- 76
25 ty may be permitted which displays the 77
26 name of the shopping center subject to the 78
27 following restrictions: 79
28 (1) The maximum size of the sign shall 80
29 not exceed ~~24~~ **36** square feet per 81
30 side. 82
31 (2) The location shall be approved by 83
32 the Plan Commission prior to the is- 84
33 suance of a Sign Permit. (Amended 85
34 Ordinance 193-050312) 86
- 35 **Sec. 66.0712 Business Off-Premise Signage** 87
36 **with Permit** 88
37 This section shall only apply to businesses not 89
38 located on a State highway. Off-premise directional 90
39 signs shall only be allowed for businesses located 91
40 within the Village limits. All off-premise signs 92
41 shall require a sign permit and shall be restricted 93
42 to the following uses: 94
- 43 (a) Off-premise directional signs on Highway 95
44 42 or 57. 96
45 (1) Off-premise directional signs on 97
46 State Highways 42 and 57 indicat- 98
47 ing the direction to a business not
48 located on either state highway re-
49 quire a permit.
50 (2) The basis of approval shall be as fol-
51 lows:
52 a. It is proven essential to have
53 a sign to direct the traveling
- public to the correct highway
turnoff.
b. The sign must be located
within 300 feet of the inter-
section where the turn must
be made.
c. There shall be only one di-
rectional sign for each such
business.
- (3) Off-premise sign standards:
a. All such directional signs
shall be attached to the Vil-
lage-owned common posting
standard and shall not ex-
ceed two square feet in area
per side. The Village shall es-
tablish the color and font for
the directional sign.
- (b) Off-premise directional signs not located
on a state highway.
(1) Off-premise directional signs on Vil-
lage streets indicating the direction
to a business require a permit.
(2) The basis of approval shall be as fol-
lows:
a. It is proven essential to have
a sign to direct the traveling
public to the correct highway
turnoff.
b. The sign must be located
within 300 feet of the inter-
section where the turn must
be made.
c. There shall be only one di-
rectional sign for each such
business.
- (3) Off-premise sign standards:
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lage-owned common posting
standard and shall not ex-
ceed two square feet in area
per side. The Village shall es-
tablish the color and font for
the directional sign.

1 **PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES**

2 **WEDNESDAY, OCTOBER 1, 2014**

3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**

4
5 *The October 1, 2014 meeting of the Parks, Properties and Streets Committee was called to*
6 *order by Committee Chair Dave Lienau at 2:12 P.M.*

7
8 **Present:** Committee Chair Dave Lienau and members John Clove, Sharon Doersching and
9 Scott Baker.

10
11 **Staff Members:** Village Administrator Zeke Jackson, Facilities Manager Steve Mann, and
12 Village Clerk-Treasurer Christy Sully.

13
14 **Others:** Paige Funkhouser

15
16 **Comments, correspondence and concerns from the public:**

17 Lienau asked if anyone wished to comment regarding a non-agenda item. No one
18 responded. He also noted that e-mails which had been received from Julie Duffy and Lloyd
19 Michalsen had been included in the meeting packets. In her letter Duffy addresses
20 concerns she has about the use and promotion of the performance pavilion and the role of
21 the SBAA with respect to the use of that facility. She also expresses concerns about
22 scheduling and promotion of upcoming festivals and special events and the SBAA's
23 responsibilities with respect to such events. Lienau noted that he has suggested that an Ad
24 Hoc Marketing Committee comprised of two Trustees, an SBAA representative and a
25 member of the public be created. That Committee will be charged with planning for the
26 use of the beach and the performance pavilion and marketing of promotion of those
27 appurtenances.

28
29 In his e-mail Michalsen provides an update on the status of creation of an "Acoustic Music
30 on the Bay Group" and states that he is convinced that this event can be a success.

31
32 Doersching noted that the annual Flower Pot Angels' luncheon will be conducted at the
33 Sister Bay Bowl at 12:30 P.M. tomorrow and invited all the Committee members as well as
34 Jackson to attend that event.

35
36 Jackson indicated that he is happy to report that he recently received notification that the
37 Federal Government has tentatively decided to award the Village a \$22,000 grant in
38 addition to the \$489,000 grant he mentioned at the last Village Board Meeting, bringing
39 the total grant award for the Beach Project to \$511,000.

40
41 Paige Funkhouser reported that preparations for the 69th annual Fall Fest are coming along
42 well. There will be helicopter rides this year. The pick-up and drop-off point will be behind
43 the Fire Station. Weather permitting she's hoping to bring a "long standing Fall Fest
44 tradition" back this year.

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46
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48

1 **Approval of minutes as published:**

2 **As to the minutes for the September 3, 2014 meeting of the Parks, Properties & Streets**
3 **Committee:**

4 *A motion was made by Clove seconded by Baker that the minutes for the September 3,*
5 *2014 meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

7 **As to the minutes for the September 16, 2014 special meeting of the Parks, Properties &**
8 **Streets Committee:**

9 *A motion was made by Clove seconded by Doersching that the minutes for the September*
10 *16, 2014 meeting of the Parks Committee be approved as presented. Motion carried – All*
11 *ayes.*

13 **Approval of Agenda:**

14 *A motion was made by Clove seconded by Baker that the Agenda for the October 1, 2014*
15 *meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*

17 **Business Items:**

18 **Item No. 1. Discussion on Ordinances impacting noise in Village parks; Consider a**
19 **motion to make a recommendation to the Plan Commission for action:**

20 Jackson noted that the Plan Commission has asked for input from the SBAA Board of
21 Directors as well as the Parks Committee regarding amendment of the Village's noise
22 regulations. The SBAA Board members have already discussed this issue, and they are
23 recommending that a 10:30 P.M. time limit be established for outdoor music. No
24 recommendations were made regarding acceptable decibel levels.

26 A report which describes decibel readings Jackson was able to obtain outside several
27 Village establishments from August 13th through August 15th was included in the meeting
28 packets and the Committee members jointly reviewed that document. It was the consensus
29 that the existing regulations are simply not realistic.

31 The Committee members indicated that they don't want to unfairly restrict business
32 activities in the Village but also feel the concerns of motel owners and people living in the
33 downtown area should be taken into consideration. Acoustic music does not seem to
34 create noise issues but amplified music does. They also agreed that the 10:30 P.M. time
35 limit on playing of outdoor music appears to be reasonable.

37 *A motion was made by Clove, seconded by Lienau that the Parks Committee recommends*
38 *that the Village's noise regulations be amended in such fashion that they state that*
39 *sustained noise levels of 85 decibels will not be allowed. If the Parks Committee's*
40 *recommendation is accepted the Committee members are requesting that all the business*
41 *owners in the Village be given formal written notice of the amendment.*

43 During discussion several of the Committee members indicated that they feel the term
44 "sustained" could be interpreted in a number of different fashions, and Lienau and Clove
45 then amended their motion in the following fashion:

47 *A motion was made by Clove, seconded by Lienau that the Parks Committee recommends*
48 *that the Village's noise regulations be amended in such fashion that they state that variable*
49 *noise levels of 85 decibels which last longer than 30 seconds when measured at the lot line*

1 **SBAA BOARD OF DIRECTORS MEETING MINUTES**
2 **THURSDAY, AUGUST 7, 2014**
3 **SISTER BAY ADVANCEMENT ASSOCIATION COORDINATOR'S OFFICE**
4 **10668 N. BAY SHORE DRIVE**

5
6 *The August 7, 2014 meeting of the Sister Bay Advancement Association Board of Directors*
7 *was called to order by President Steve Gomoll at 8:05 A.M.*

8
9 **Present:** Steve Gomoll, Windy Bittorf, Heidi Hitzeman, Jeannie Hoffman, Drew Bickford,
10 Larry Gajda, James Larsen, and Nora Zacek

11
12 **Excused:** Jessica Grasse and Tonya Crowell

13
14 **Staff Members:** Paige Funkhouser, SBAA Coordinator, and Janal Suppanz, Secretary.

15
16 **Others:** Carol Clikeman, Ron Kane and Chad Kodanko

17
18 **Business Items:**

19 **Item No. 1. Approval of the Agenda:**

20 Funkhouser suggested that "Discussion Regarding the Fall Dinner" be added to the Agenda
21 for this meeting.

22
23 *A motion was made by Gajda, seconded by Zacek, that the Agenda for the August 7, 2014*
24 *meeting of the SBAA Board of Directors be approved as amended. Motion carried – All*
25 *eyes.*

26
27 **Item No. 2. Approval of the minutes for the June 5, 2014 meeting of the SBAA Board of**
28 **Directors:**

29 *A motion was made by Gajda, seconded by Larsen that the minutes for the June 5, 2014*
30 *meeting of the SBAA Board of Directors be approved as presented. Motion carried – All*
31 *eyes.*

32
33 **Item No. 3. Financial Report:**

34 Bittorf distributed financial reports and the Board members jointly reviewed those
35 documents.

36
37 *A motion was made by Hitzeman, seconded by Zacek that the financial reports for June,*
38 *2014 are approved as presented. Motion carried – All eyes.*

39
40 **Item No. 4. Discussion regarding evening entertainment and the Village's Noise**
41 **Ordinance:**

42 Larsen and Chad Kodanko noted that complaints have been received about noise coming
43 from some taverns in the Village during the evening hours. Last year a condition was
44 imposed on the liquor licenses that businesses could have outdoor entertainment until
45 11:00 P.M., but at that time all outdoor seating had to be vacated. This year when the
46 liquor licenses were approved by the Village Board that condition was changed. Now
47 outdoor music has to cease by 10:30 P.M. and outdoor seating must be vacated by 11:00
48 P.M. Larsen and Kodanko acknowledged that they were aware that renewal of liquor

1 licenses was being considered by the Village Board as they saw that the annual liquor
 2 license application was submitted to the Village Clerk in June, but they do not believe it's
 3 fair for Village officials to impose any new liquor license conditions without giving the
 4 affected business owners notice that that could occur. They also noted that generally
 5 speaking outdoor music is only played at Husby's until 11:00 P.M. two nights a week for
 6 two months out of the year. Whenever bands play outdoors business at that establishment
 7 increases considerably. Larsen stated that it is his understanding that Village officials are
 8 considering amendment of the noise regulations. These type of regulation amendments
 9 could have a negative impact on a number of Village business owners.

10
 11 *The Board members indicated that it is their belief that having outdoor music during "the*
 12 *season" is an important entertainment draw to the Village. They also noted that they do not*
 13 *believe it's fair that Village officials would impose new liquor license conditions which*
 14 *would affect business owners without giving some type of prior notice to them.*

15
 16 *At 8:45 Larsen indicated that he had another obligation and left the meeting.*

17
 18 **Item No. 5. Discussion regarding the Beach Grand Opening Celebration in 2015:**

19 **Item No. 9. Waterfront Park Development Update:**

20 Denise Bhirdo informed Funkhouser that she would be willing to help organize a Beach
 21 Grand Opening Celebration, but will not have time to begin working on that project until
 22 "the season" has concluded. Funkhouser will provide more information regarding the
 23 celebration as soon as it becomes available.

24
 25 **Item No. 6. Discussion regarding the Fall Dinner:**

26 *It was the consensus that this year's Fall Dinner shall be conducted at the Mission Grille on*
 27 *Tuesday, September 30, 2014. Social time will commence at 5:30 P.M. and dinner will be*
 28 *served at 6:00 P.M. A business meeting will follow.*

29
 30 **Item No. 7. Discussion regarding festivals and special events:**

31
 32 • **Concerts In The Park**

33 The Concerts In the Park have been well attended and attendance has
 34 increased considerably since the new Performance Pavilion has opened. To
 35 date concession sale proceeds have amounted to \$2,061.50.

36
 37 • **DCFA**

38 This will be the 12th annual Door County Festival of the Arts. All the plans
 39 have been finalized for that event and everything should be "ready to go".
 40 Volunteers are still needed to man artist's booths from time to time, and
 41 help is also needed with clean-up. Two of the goats on poles were stolen
 42 but they have been returned.

43
 44 • **Peninsula Century Bike Ride**

45 Funkhouser will be meeting with Brian Fitzgerald to discuss the Peninsula
 46 Century Bike Ride sometime next week. She will provide more information
 47 regarding the ride at the next meeting.

Item No. 4. Discussion regarding the Village's Noise Ordinance:

The Plan Commission will be discussing amendments to the Village's noise regulations and has asked for input from the SBAA regarding this issue. Zeke Jackson, the Village Administrator, noted that complaints have been received about noise coming from Husby's and the Sister Bay Bowl. He did contact the management of both establishments and eventually found it necessary to issue a warning citation to Husby's for violation of the Village's Noise Ordinance. For a number of years there have been provisions on the liquor licenses that outdoor music must cease by a specific time.

A motion was made by Gajda, seconded by Bittorf that the SBAA Board of directors believes the existing liquor license conditions as well as the existing penalties for violation of the Village's noise regulations are acceptable, but is recommending that the noise regulations be amended in the following fashion:

- *All outdoor music must cease by 10:30 P.M. and outdoor assembly must cease by midnight.*

Motion carried – All ayes.

Item No. 5. Discussion regarding a potential new event for 2015:

Funkhouser spoke with the lead singer of Unity and he would be interested in bringing a reggae/multi-cultural ticketed event, *Midwest Sun Splash*, to Sister Bay in 2015. It would make the most sense to hold that event in conjunction with the Festival of the Arts. She will be investigating grant opportunities which are available. It was the consensus that after Fall Fest Funkhouser shall do research regarding this issue and provide updates on a monthly basis.

At 9:30 A.M. Crowley indicated that she had another engagement and left the meeting.

Item No. 6. Discussion regarding a Joint Effort Marketing Committee:

A group of Sister Bay and Liberty Grove business owners have been invited to serve on a Joint Effort Marketing Committee. The members of that committee will be charged with making suggestions for marketing efforts which can be taken and activities which can be conducted in the Village when work is done on the highway reconstruction project. Further information will be provided regarding this issue at the November meeting.

Item No. 7. Discussion regarding festivals and special events:

- **SBAA Fall Dinner**

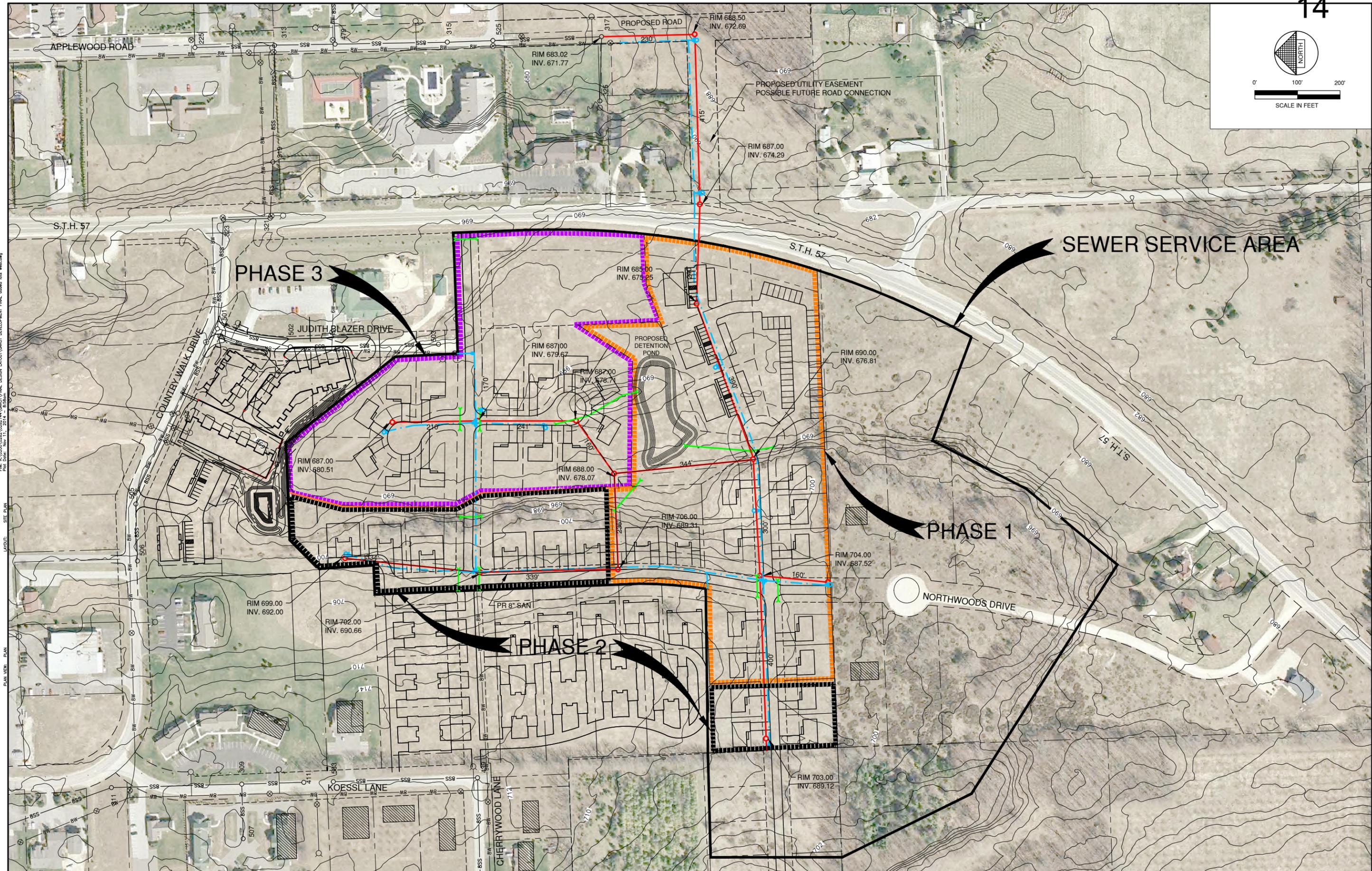
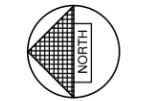
The Fall Dinner will be conducted on Tuesday, September 30, 2014. Social time will commence at 6:00 P.M. and dinner will be served at 6:30 P.M.

- **Peninsula Century Bike**

Funkhouser will be meeting with Brian Fitzgerald later this morning regarding the Peninsula Century Bike Ride, which will be conducted on Saturday, September 13, 2014.

- **Fall Fest – Merchandising and Possible Fee**

Funkhouser presented drafts of Fall Fest T-Shirt designs and the Board members



FILE: R:\0200\0202\0202144 GAROT\FINAL DESIGN\LAYOUT\GAROT DEVELOPMENT FINAL.sxd
DATE: Nov 11, 2014 10:58am
SITE PLAN
PLAN VIEW
LAYOUT

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION

DRAWN
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VILLAGE OF SISTER BAY
DOOR COUNTY, WISCONSIN

STONY RIDGE DEVELOPMENT

DATE
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GAROT DEVELOPMENT
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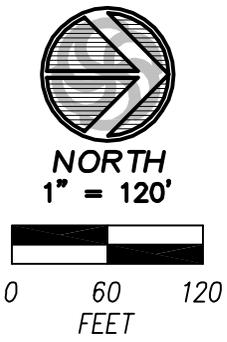
Robert E. Lee & Associates, Inc.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
4664 GOLDEN POND PARK COURT
HOBART, WI 54155
INTERNET: www.releinc.com
PHONE:(920) 662-9641
FAX:(920) 662-9141

SHEET NO.
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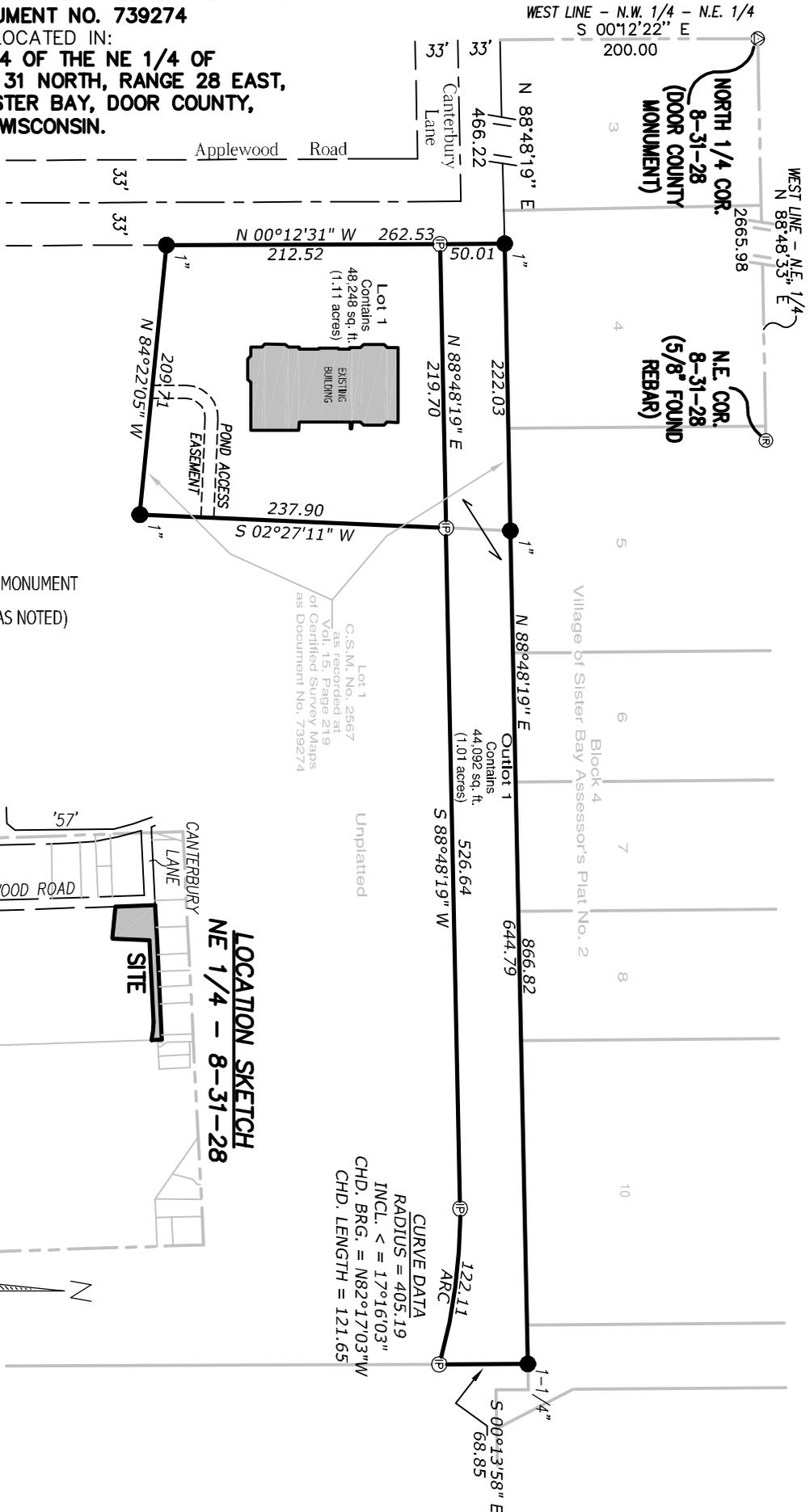
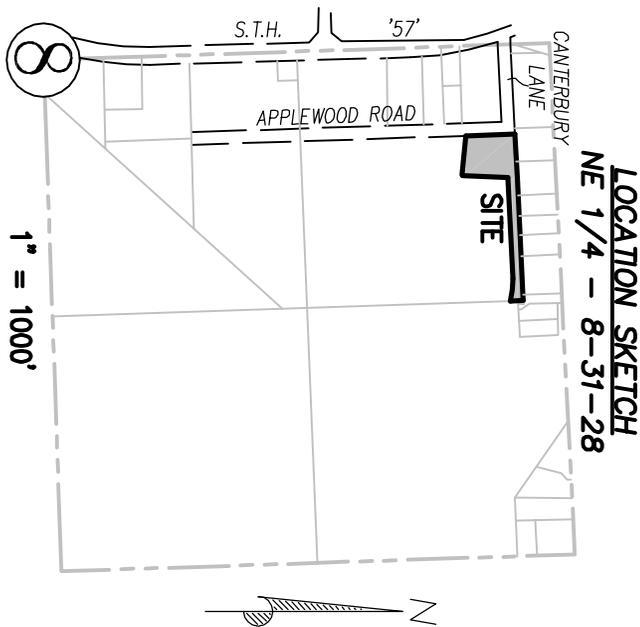
CERTIFIED SURVEY MAP

BEING A REVISION OF:
**LOT 1 OF C.S.M. NO. 2567, AS RECORDED AT
 VOL. 15, PAGE 219 OF CERTIFIED SURVEY MAPS
 AS DOCUMENT NO. 739274**

LOCATED IN:
**THE NW 1/4 OF THE NE 1/4 OF
 SECTION 8, TOWN 31 NORTH, RANGE 28 EAST,
 VILLAGE OF SISTER BAY, DOOR COUNTY,
 WISCONSIN.**



- ⊙ - DOOR COUNTY ALUMINUM MONUMENT
- - FOUND IRON PIPE (SIZED AS NOTED)
- Ⓟ - 1" SET IRON PIPE
- Ⓢ - 5/8" FOUND REBAR



CERTIFIED SURVEY MAP

BEING A REVISION OF:
**LOT 1 OF C.S.M. NO. 2567, AS RECORDED AT
 VOL. 15, PAGE 219 OF CERTIFIED SURVEY MAPS
 AS DOCUMENT NO. 739274**

LOCATED IN:
**THE NW 1/4 OF THE NE 1/4 OF
 SECTION 8, TOWN 31 NORTH, RANGE 28 EAST,
 VILLAGE OF SISTER BAY, DOOR COUNTY,
 WISCONSIN.**

SURVEYOR'S CERTIFICATE:

I, Michael G. McCarty, Registered Land Surveyor for Baudhuin Incorporated, do hereby certify that we have surveyed the following described parcel:

A parcel of land being a revision of C.S.M. No. 2567, as recorded at Vol. 15, Page 219 of Certified Survey Maps as Document No. 739274, located in the NW 1/4 of the NE 1/4 of Section 8, Township 31 North, Range 28 East, Village of Sister Bay, Door County, Wisconsin, more particularly described as follows:

Commencing at the North 1/4 Corner of said Section 8-31-28; thence S.00°12'22" E., 200.00 feet along the west line of the NW 1/4 of the NE 1/4 of said Section 8-31-28 to the northerly right of way line of Canterbury Lane; thence N. 88°48'19" E., 466.22 feet along said northerly right of way line to the intersection of said northerly right of way line and the easterly right of way line of Applewood Road, said point also being the point of beginning of lands to be described; thence N. 88°48'19" E., 866.82 feet; thence S. 00°13'58" E., 68.85 feet; thence Westerly, 122.11 feet along the arc of a 405.19 foot radius curve to the left whose chord bears N. 82°17'03" W., 121.65 feet (incl. $\leq 17^{\circ}16'03''$); thence S. 88°48'19" W., 526.64 feet; thence S. 02°27'11" W., 237.90 feet; thence N. 84°22'05" W., 209.71 feet to the aforementioned easterly right of way line of Applewood Road; thence N. 00°12'31" W., 262.53 feet along said easterly right of way line to the point of beginning.

Said parcel contains 92,340 square feet (2.12 acres) and is subject to and benefited by a Pond Access Easement as mapped and described at the aforementioned C.S.M. No. 2567.

I further certify that the attached map is a true representation of said property and correctly shows the exterior boundaries and correct measurements thereof, and also shows structures thereon, and visible encroachments, if any. Also, I have fully complied with Chapter 236.34 of the Wisconsin State Statutes.

Dated: _____

 Michael G. McCarty S-2298

CERTIFIED SURVEY MAP

LOCATED IN:
 THE NW 1/4 OF THE NE 1/4 OF
 SECTION 8, TOWN 31 NORTH, RANGE 28 EAST,
 VILLAGE OF SISTER BAY, DOOR COUNTY,
 WISCONSIN.

OWNER'S CERTIFICATE:

As Executive Vice President / Chief Operating Officer for The Evangelical Lutheran Good Samaritan Society, I, David J. Horazdovsky do hereby certify that I have caused the land depicted on this certified survey map to be surveyed, divided and mapped as represented on this certified survey map. I also certify that this certified survey map is required by S.236.34 to be submitted to the Village of Sister Bay for approval or objection in accordance with current land division ordinances.

Dated: _____

David J. Horazdovsky, Executive Vice President / Chief Operating Officer
 The Evangelical Lutheran Good Samaritan Society

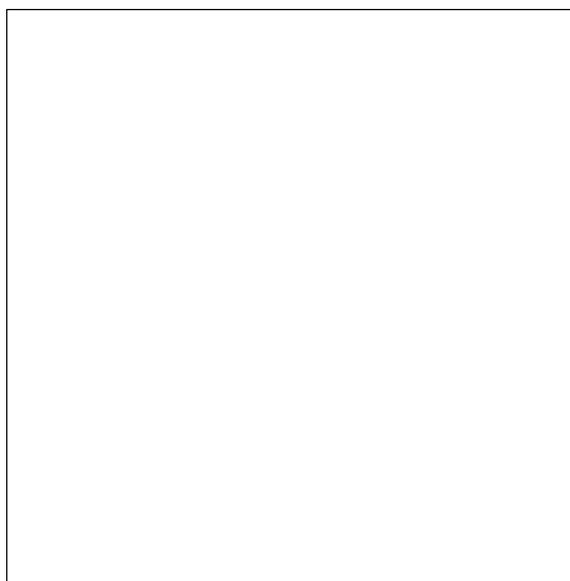
VILLAGE OF SISTER BAY CERTIFICATE:

I hereby certify that this certified survey map was submitted to and approved by
 The Village of Sister Bay.

Dated: _____

Zeke Jackson
 Village Administrator

Door County Register of Deeds



10-28-2014
Robert and Sandra Sitte
10346 Country Lane
Sister Bay, Wi 54234

PATIO

To the members of the Sister Bay Planning Commission:

Please consider this letter in lieu of our physical presence, as we are regrettably unable to attend this evenings meeting. We are full-time village residents who reside on Country Lane and our property is included in the R-3 zoning district.

We are requesting that the Village Planning Commission considers re-evaluating its zoning code regarding accessory buildings. In particular, we are seeking a specific evaluation of the zoning code prohibiting the use of metal exterior walls on accessory buildings. We would seek to have a metal-sided accessory building to be acceptable in the R-3 zoning area.

Metal-sided accessory buildings have many pleasing aesthetics and are non-differentiating (visually) to wood or other natural made products. Especially when viewed from the roadside.

We respectfully request for the Planning Committee to please consider to re-evaluate the current code, with the possibility of revision, to allow steel-sided accessory building in my R-3 zoning district.

Thank you for the time and consideration on this matter,




Robert and Sandra Sitte
10346 Country Lane
Sister Bay, Wi 54234

VILLAGE OF SISTER BAY ZONING CODE

SEC. 66.1055 ARCHITECTURAL REVIEW CRITERIA.

SEC. 66.1055 ARCHITECTURAL REVIEW CRITERIA.

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3.	Oversized fenestration elements, which tend to create a monumental scale, shall be avoided unless specifically required by the type of building or relationship to its surroundings.	57 58 59 60 61 62 63 64 65		
4.	Building entrances must be designed to be clearly identifiable and easily recognizable from parking lots and pedestrian circulation routes.	66 67 68 69 70 71 72		
5.	Design, quality of material, scale and character of a building, especially the location of the entryway, must help identify its importance and be compatible with entrances of adjacent buildings.	73 74 75 76 77 78 79 80 81 82		
6.	Hierarchy of entrances through scale, detailing, and design features must be clearly expressed.	83 84 85 86 87		
7.	Entrances of freestanding buildings must be located and be clearly identifiable from the adjacent street or service drive.	88 89 90 91 92 93		
d.	Material/Details. Achieve a cohesive and consistent architectural character in new construction through the use of exterior building materials and details that are similar to or compatible with adjacent buildings.	94 95 96 97 98 99 100 101		
1.	Materials must be selected to adequately suit the type of building and style in which it is intended to serve.	102 103 104 105 106		
2.	Buildings must have the same materials, or those, which are architecturally harmonious, used for all building elevations	107 108 109 110 111		
				and other exterior building components such as dumpster facilities or other accessory structures, such as signage.
3.				In any building in which the structural frame is exposed to public view, the structural materials must also meet these standards.
4.				A primary facade material must be used consistently on all building elevations to limit the number of compatible secondary facade materials.
5.				The sides and rear of buildings shall be as visually attractive as the front through the design of roof lines, use of similar architectural detailing, and building materials.
e.				Permitted Primary Façade Materials. Exterior building materials and features for new buildings or additions:
1.				Examples of appropriate façade materials:
a.				Brick
b.				Non-reflective glass
c.				Wood
d.				Stucco
e.				Decorative architectural tile
f.				Integrally colored textured concrete
g.				Natural or Cultured Stone
h.				Architectural Block
2.				Examples of prohibited primary façade materials:
a.				Particleboard
b.				Shingle siding (roof applications only), ex-

the
Cook Book
 Kitchen store



Tea Sympne
 IN
 DOOR COUNTY

