AGENDA

1.0 Open business meeting (upon conclusion of public hearing starting at 2:00).

2.0 Verification of proper notice and posting procedures; quorum present; adopt agenda.

3.0 Public comment.
   a) Information may be received from members of the public, except information related to a pending hearing (e.g., zoning amendment or conditional use permit).
   b) Extensive discussion and all action must be deferred until and unless specific notice of the subject matter is included on the agenda.

4.0 Correspondence.

5.0 Review and act on minutes of March 18, 2021 meeting.

6.0 Zoning matters:
   a. Randall Willman; conditional use permit for ~1.9-acre nonfarm residential lot; 5685 Salona Road; Exclusive Agricultural zoning; Clay Banks.
   b. Decide on recommendation to county board regarding Town of Brussels town-level zoning map amendment request; Lynn & Sharon Engebose (on behalf of David Allen and Brenden Kiger); parcels 004-00-03262441A3 & 441A4; rezone from General Agricultural (GA-2) to Mixed Use Commercial (MC) to establish commercial storage buildings.
   c. Review/adopt amendments to the shoreland zoning Mitigation Handbook.

7.0 Budget matters:
   a. C.I.P. 2022 outlay item: County-wide address sign replacement project.
   b. Non-C.I.P. outlay items 2022: None.

8.0 Personnel matters:
   b. Introduction of GIS/Land Information Coordinator Zakry Schwartz.
   c. Recognition of Tom Haight’s years of service to the county.

9.0 Future meeting schedule
   • May 20, 2021: No meeting.
   • June 3, 2021: Zoning hearings.
   • June 17, 2021: ?

10.0 Meeting per diem code.

11.0 Adjourn.

Deviation from order shown may occur.

David Enigl, Resource Planning Committee Chair
Door County Government Center - 421 Nebraska Street
Sturgeon Bay, WI 54235

MKG/Ir
04/30/21

Notice in compliance with the Americans with Disabilities Act: 1) Any person needing assistance to participate in this meeting should contact the Office of the County Clerk at (920) 746-2200. Notification 72 hours prior to a meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. 2) Door County is committed to making its electronic and information technology (e.g., website and contents) accessible for all persons. If you encounter difficulty accessing the posted materials for this meeting, located on-line at https://www.co.door.wi.gov/AgendaCenter under the committee name, please call (920) 746-2323, or send a FAX to (920) 746-2387, or send an e-mail Lriemer@co.door.wi.us so that we may determine how to best assist you.

AGENDA Posted ____________, 2021 by ________.
1.0 Open business meeting (upon conclusion of public hearing starting at 2:00).

Vice-Chair Fisher called a regular business meeting of the Resource Planning Committee to order at 2:19 p.m. in the Door County Government Center Peninsula Room (C121, 1st floor), 421 Nebraska Street, Sturgeon Bay, Wisconsin.

Present:  
**RPC Members**  
Ken Fisher  
Richard Virlee  
Roy Englebert  
Vinni Chomeau (via WebEx)  

**Staff**  
Mariah Goode  
Sue Vanden Langenberg  

**Others, via WebEx**  
Thomas Young  

* Reflects only persons who spoke.

Excused:  
David Enigl

2.0 Verification of proper notice and posting procedures; quorum present; adoption of the agenda.

After verification of proper notice and posting procedures, there was a motion by Englebert, seconded by Virlee, to adopt the agenda as presented. Motion carried unanimously (4-0).

3.0 Public comment.

a) Information may be received from members of the public, except information related to a pending hearing (e.g., zoning amendment or conditional use permit).

b) Extensive discussion and all action must be deferred until and unless specific notice of the subject matter is included on the agenda.

None.

4.0 Correspondence.

None.

5.0 Review and act on minutes of March 4, 2021 meeting.

Motion by Englebert, seconded by Chomeau, to approve the minutes as presented. Motion carried unanimously (4-0).

6.0 Zoning matter: Conditional use permit.

**Fish Creek Investments, LLC; convert existing restaurant and living quarters to duplex; 3993 Main St. (STH 42); Village Commercial zoning district.**

Motion by Englebert, seconded by Chomeau, that:

A. Fish Creek Investments, LLC, proposes to convert the existing restaurant and living quarters to a duplex at 3993 Main St. (STH 42) in the Town of Gibraltar, Door County, Wisconsin, in a Village Commercial zoning district, under a conditional use permit.
B. Following a public hearing, the Resource Planning Committee (RPC) finds and concludes that:

1. The applicant has demonstrated by substantial evidence that the application and all conditions and requirements relating to the proposed conditional use are or will be satisfied.
2. There was no substantial evidence to support the opposite conclusion.
3. A conditional use permit is hereby granted, subject to the following conditions and requirements:
   a. A Door County Regular Zoning Permit shall be obtained within 12 months of issuance of the conditional use permit, and redevelopment must begin within 12 months of the issuance of the regular zoning permit.
   b. The project shall comply with all applicable local, state, and federal codes and ordinances, including obtaining all required approvals and permits prior to construction.
   c. Any outdoor lighting erected in conjunction with this use shall utilize lighting fixtures whose hood, lens, or combination thereof allow no direct beams of light to be seen from off the property or to be cast skyward, and the lighting elements of which shall not be visible form adjacent properties.
   d. The project shall be completed by March 18, 2023.

Motion carried unanimously (4-0).

7.0 Personnel matters: Introduce new zoning administrator Ben Degner.

Degner was conducting site inspections so his introduction will be placed on an agenda in the future.

8.0 Future meeting schedule.
   • April 1, 2021: No hearing/meeting.
   • April 15, 2021: Likely zoning hearing(s).

There will be no hearing/meeting on April 1st.

If there are any cases ready to be scheduled for April 15th the hearing will start at 2:00.

Staff will let committee members know if/when the next hearing(s) will be scheduled.

9.0 Meeting per diem code.

Vice-Chair Fisher assigned code 318.

10.0 Adjourn.

Motion by Chomeau, seconded by Englebert, to adjourn the meeting. Motion carried unanimously (4-0).

Meeting adjourned at 2:24 p.m.
Reported by,

Mariah Goode
Land Use Services Director

Sue Vanden Langenberg
Zoning Administrator
NOTICE OF PUBLIC HEARING BEFORE
THE DOOR COUNTY, WI RESOURCE PLANNING COMMITTEE

DOOR COUNTY GOVERNMENT CENTER
421 NEBRASKA ST.
STURGEON BAY, WI 54235

In response to the COVID-19 pandemic public health emergency, the public hearing to be held by the Door County Resource Planning Committee (RPC) on Thursday, May 6, 2021 will be virtual only. The RPC will be assisted in conducting the hearing by staff who will be located in the Door County Government Center Peninsula Room (C121, 1st Floor).

The RPC business meeting to be held immediately subsequent to the hearing will be virtual only. Applicants and members of the public may monitor and participate in the hearing and meeting remotely only.

To join the hearing and meeting by computer, click on https://doorcounty.webex.com/doorcounty/onstage/g.php?MTID=ee6333958ddbc02083292e5f9d9f7a01, enter your name and e-mail address when prompted (the password is entered for you), and click “join.”

To join using the free smartphone app “Cisco WebEx Meetings,” click “join” a meeting and enter the meeting number/access code (187 227 1347) and password (May6rpc2021).

To join by phone, call (408) 418-9388 and enter the meeting number/access code.

The hearing will begin at 2:00 p.m. to give consideration to the application below for a conditional use permit, as specified in the county comprehensive zoning ordinance:

TOWN OF CLAY BANKS
Randall Willman, on behalf of the late Ronald Willman, requests a conditional use permit to create an approximate 1.9-acre nonfarm residential lot. The property is located at 5685 Salona Road, zoned Exclusive Agricultural.

The purpose of a hearing is to allow parties to explain how their interests are affected, how the public is affected, and to bring out any facts pertinent to the case related to public health, safety, convenience, and general welfare.

All interested parties are urged to view the hearing and/or give oral testimony remotely via the free software application WebEx. Anyone wishing to offer oral testimony must register in advance with the Land Use Services Dept.

Persons who intend to participate in a hearing are advised to be familiar with the RPC Guidelines for Virtual Hearings. The Guidelines, which include testimony registration information, may be found at: https://www.co.door.wi.gov/AgendaCenter.

Written testimony will be accepted on 8 1/2” x 11” paper only and must be received by 12:00 p.m. (noon) the day before the hearings. Anonymous correspondence will not be accepted. Letters are available for inspection upon request. Letters are entered into hearing records, but are not read aloud. Please note: Correspondence or testimony submitted for town-level proceedings does NOT get forwarded to the county.

All application materials may be viewed by request or may be viewed on-line approximately four business days before the hearings at https://www.co.door.wi.gov/AgendaCenter. Additional materials may be posted up until 4:30 p.m. the day before the hearings.
If you cannot participate remotely, call (920) 746-2323 or e-mail Lriemer@co.door.wi.us so we may facilitate reasonable access for you. If on the day of the hearing you have issues with virtual meeting “entry” methods, please call or e-mail so we may assist you.

The list of names to whom this notice was sent by regular mail is available upon request.

David Enigl, Chair
Resource Planning Committee
c/o Land Use Services Dept.
Door County Gov’t. Center
421 Nebraska St.
Sturgeon Bay, WI 54235
Phone: (920) 746-2323
FAX: (920) 746-2387

Publication Dates: April 21 & 28, 2021
4/12/2021
Door County Resource Planning Committee and Board of Adjustment
Guidelines for Hearings Conducted “Virtually”

To mitigate the impact of COVID-19, Resource Planning Committee and Board of Adjustment hearings and meetings will until further notice be conducted as teleconference or video conference. Members of the public may observe or participate remotely via the free software application Cisco WebEx. Information on how to participate via WebEx may be found on the hearing notice or business meeting agenda.

General Information Regarding Testimony

- Written testimony must be mailed, e-mailed, or FAXed to the Door County Land Use Services Department, and must be received by 12:00 p.m. (noon) the day prior to the hearing.

  Mail:  Door County Land Use Services, 421 Nebraska Street, Sturgeon Bay, WI, 54235
  E-mail:  Lriemer@co.door.wi.us
  FAX:  (920) 746-2387
  Phone:  (920) 746-2323

- **Anyone wishing to offer live oral testimony for a hearing must register in advance. Registration must be received by 12:00 p.m. (noon) the day before the hearing.** You may register via mail, phone, FAX, or e-mail (please see above for all contact information options). When registering to testify, please provide the following information:
  - Full name.
  - Full mailing address.
  - E-mail address.
  - Cell phone number at which you may be reached the day of the hearing.
  - Case/project about which you wish to provide testimony.
  - Whether you wish to speak in favor or in opposition.

- All live testimony will use the free software application Cisco WebEx. Information about how to access the meeting may be found on the hearing notice or business meeting agenda.

- You will not have the ability to provide handouts to committee members. Any materials you wish the committee to review and have part of the record, including anything you plan on using as a visual aid during testimony, must be received by 12:00 p.m. (noon) the day prior to the hearing so we may post them on-line.

Hearing Format
At the start of the meeting, the Chair will explain the process that will be followed for the hearings.

Staff will provide an overview of each project at the start of that particular hearing. Testimony for each hearing will be taken as follows:

- Applicant, followed by others in favor of the project.
- Testimony from anyone in opposition.
- A rebuttal round will occur if testimony in opposition has been presented.
- All testimony will be taken in the order shown on the registration list.
- Only one person at a time may speak. Please mute yourself when it is not your turn to speak.
TO THE ZONING ADMINISTRATOR: The undersigned hereby makes application for a CONDITIONAL USE PERMIT for the work
described and located as shown herein. The undersigned agrees that all work shall be done in accordance with the requirements
of the Door County Comprehensive Zoning Ordinance.

1. OWNER NAME AND MAILING ADDRESS

Name: RONALD L WILLMAN
No. 5685 Street SALONA
City: STURGEON BAY State: WI Zip: 54235
Phone #: 920-746-0123
Cell Phone #: 920-495-3220
Email: RWWILLMAN@CHARTER.NET

2. BUILDING SITE LOCATION

Fire #: 5685 Road SALONA
Town of: CLAY BANKS
Local Phone #: 920-746-0123

3. BUILDER NAME AND MAILING ADDRESS

Name: RANDALL P WILLMAN
No. 6447 Street COUNTY ROAD C
City: STURGEON BAY State: WI Zip: 54235
Phone #: 920-746-0123
Cell Phone #: 920-495-3220
Email: RWWILLMAN@CHARTER.NET

4. SURVEYOR/ENGINEER CONTACT INFORMATION

(If applicable) N/A

Name: _________________________________
No. __________________ Street: _________________
City: __________________ State: ______ Zip: _______
Phone: _______-_____-_______
Cell Phone: _______-_____-_______
Email: _________________________________

5. PROPERTY IDENTIFICATION

Parcel No. 006.00. 09262621

6. PROPOSED USE OF LAND OR STRUCTURE

CREATION OF NON-FARM RESIDENTIAL LOT

7. SANITARY PERMIT

Type of System: EXISTING
Sanitary Permit No. __________________________
Date of Issuance: ____________________________
Approximate date of installation: ____________

8. BUILDING PLANS AND SITE PLAN

TO SCALE BUILDING PLAN AND SITE PLAN REQUIRED. IF PLANS
EXCEED AN 11" X 17" FORMAT, SUBMIT ONE COPY OF EACH
SHEET REDUCED TO 11" X 17".

9. FEE $500.00

Make check payable to the Door County Treasurer.
Receipt #: ___________________ Fee: 500 - Date: 3/22/21

10. AUTHORIZATION FOR INSPECTION

I hereby authorize the Zoning Administrator(s) to enter and remain in
or on the premises for which this application is made at any
reasonable time for all purposes of inspection relative to this petition.

11. SIGNATURE OF APPLICANT OR AGENT

_______________________________
Date: 3-18-2021
APPLICATION FOR CONDITIONAL USE PERMIT – ADDENDUM

A conditional use permit applicant has the burden of proof. S/he must demonstrate that the application and all requirements and conditions established by the Resource Planning Committee relating to the conditional use are or shall be satisfied, all of which must be supported by substantial evidence. “Substantial evidence” means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

If an applicant meets this burden of proof, the Resource Planning Committee will grant the conditional use permit. If an applicant fails to meet this burden of proof, the conditional use permit application will be denied.

To aid in its review of the proposed project, the Committee will consider the Door County Comprehensive Zoning Ordinance criteria set forth below. Answer all portions of all questions completely. State “not applicable,” if appropriate, offering an explanation as to why facts and information were not provided.

Please provide the Resource Planning Committee members substantial evidence regarding:

1) Whether the proposed project will adversely affect property values in the area.

   DIVIDING EXISTING SINGLE FAMILY RESIDENCE FROM FARM LAND

   WILL NOT ADVERSELY AFFECT PROPERTY VALUES IN THE AREA.

2) Whether the proposed use is similar to other uses in the area.

   SEE ATTACHED LIST OF SIMILAR USES IN THE AREA

3) Whether the proposed project is consistent with the Door County Comprehensive and Farmland Preservation Plan or any officially adopted town plan.

   YES

4) Provision of an approved sanitary waste disposal system.

   _____ Public Sewer   _____ Private Onsite Wastewater Treatment System (POWTS)

   Check One            Check One
   _____ Existing       _____ New
                    _____ Conventional Septic
                    _____ Other In-ground System
                    _____ Holding Tank

5) Provision for a potable water supply.

   _____ Public Water Supply
   (Liberty Grove Sanitary District #1 and Maplewood only)   _____ Well

   Check One            Check One
   _____ Existing       _____ New
                    _____ Private Well
                    _____ Shared Well
6) Provisions for solid waste disposal.
   ☑ Commercial hauler
   ☑ Private delivery to collection site
   ☑ Other
   
   I HAVE BEEN TAKING GARBAGE TO DC WASTE RECYCLING

7) Whether the proposed use creates noise, odor, or dust.
   Noise: NO CHANGE, SAME AS EXISTING
   Odor: 
   Dust: 

8) Provision of safe vehicular and pedestrian access.
   Vehicular Access
   ☑ Existing Driveway(s) to SALONA ROAD (Road Name).
   ☑ New Driveway(s) to (Road Name).

Pedestrian Access
   ☑ Sidewalks
   ☑ Path or Trail
   ☑ No Pedestrian Traffic

   THIS IS A RURAL AREA WITH NO SIDEWALKS

9) Whether the proposed project adversely impacts neighborhood traffic flow and congestion.
   Existing traffic: ☑ High Levels ☑ Medium Levels ☑ Low Levels
   
   NO CHANGE, SAME AS EXISTING
10) Adequacy of emergency services and their ability to service the site. **PLEASE SEE SEPARATE PAGE.**

11) Provision for proper surface water drainage.
   - ✔ Natural Infiltration (explain below)
   -   Some Grading of the Site (explain below)
   -   Engineered Stormwater and/or Erosion Control Plan (attach)
   **NO CHANGES TO EXISTING LAND**

12) Whether proposed buildings contribute to visual harmony with existing buildings in the neighborhood, particularly as related to scale and design.
   **EXISTING RESIDENTIAL STRUCTURE: NO CHANGES PROPOSED**

13) Whether the proposed project creates excessive exterior lighting glare or spillover onto neighboring properties.
   **EXISTING RESIDENTIAL STRUCTURE: NO CHANGES PROPOSED**

14) Whether the proposed project leads to a major change in the natural character of the area through the removal of natural vegetation or alteration of the topography.
   - Natural Vegetation: ✔ No Removal
     - Some Removal
     - Significant Removal (provide Landscape Plan)
   **EXISTING RESIDENTIAL STRUCTURE: NO CHANGES PROPOSED**

   Topography: ✔ No Change
   - Some Change
   - Major Change (provide Grading Plan)
   **EXISTING RESIDENTIAL STRUCTURE, NO CHANGES PROPOSED**
15) Whether, and in what amount and form, financial assurance is necessary to meet the objectives of this ordinance.

*NOT NEEDED - ALL FEES PAID FOR*

16) Whether, and to what extent, site-specific conditions should be imposed to mitigate potentially problematic impacts of the use.

*I DON'T FORESEE ANY PROBLEMATIC IMPACTS, PROPERTY USE WILL NOT CHANGE.*

17) The impact of the proposed project on public health, public safety, or the general welfare of the County.

*I DON'T FORESEE ANY CHANGES, PROPERTY USE WILL NOT CHANGE.*

The Resource Planning Committee will establish a completion date for the proposed project.

By what month and year will the project be completed? **SEPTEMBER 2021**

The Resource Planning Committee is allowed to consider topics in addition to the above. Please provide information on additional topics you think the Committee should or may consider in evaluating this project.

*CURRENT OWNER PASSED AWAY 11-28-20, HOUSE HAS TO BE SOLD, BUT FARMLAND IS BEING KEPT BY SON, RANDY WILLMAN. NEED TO SEPARATE HOUSE FROM LAND IN ORDER TO KEEP LAND IN FAMILY.*

Note that a conditional use permit will generally remain in effect as long as the conditions and requirements upon which the permit was issued are followed. Subsequent owners of the property are generally allowed to continue the use, subject to those conditions and requirements. An affidavit is to be recorded with the deed to provide successors in interest notice of the conditional use permit and conditions and requirements.

The Resource Planning Committee may, however, impose conditions regarding the permit's duration, transfer, or renewal, in addition to any other conditions pertaining to ordinance standards or the specific criteria listed above. For example, the Committee may grant a limited term conditional use permit if a reasonable basis exists for such limitation. Any limited term conditional use permit may be subject to renewal after a re-evaluation of the use via a hearing before the Resource Planning Committee.
Please take this page to the local Fire Chief with a copy of the project plans for review. Have the Fire Chief complete and sign below.

Applicants are responsible for returning the completed form to the Land Use Services Department: 421 Nebraska Street, Sturgeon Bay, WI, 54235. FAX: (920) 746-2387. E-mail: riemer@co.dooor.wi.us.

10) Adequacy of emergency services and their ability to service the site.

As Fire Chief of the **Southern Door** Fire Department, I have reviewed the plans of this project. Our Department **CAN** / **CANNOT** (circle one) access this site for fire protection purposes.

Other Fire Chief comments: ____________________________________________________________

___________________________________________________________________________________

___________________________________________________________________________________

___________________________________________________________________________________

___________________________________________________________________________________


[Signature]

Fire Chief: ___________

(Date) 3-16-2021
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<td>DON &amp; TOLLEF</td>
<td>6/21/2016</td>
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Door County Web Portal
Directory of Municipal Officials (https://www.co.door.wi.gov/635/4219/Treasurer-and-Assessor-Contact-Info)

Wisconsin DOR

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<th>Tax Year</th>
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<td>Real Estate</td>
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<td>006 - TOWN OF CLAY BANKS</td>
<td>5685 SALONA RD</td>
<td>RONALD L WILLMAN 5685 SALONA RD STURGEON BAY WI 54235</td>
</tr>
</tbody>
</table>

**Tax Year Legend:**
- $ = owes prior year taxes
- # = not assessed
- $ = not taxed

**Property Summary**
- **Parcel #:** 0060009262621
- **Alt. Parcel #:** 15 006 4 26 26 09 2 01 000
- **Parcel Status:** Current Description
- **Creation Date:** 1/1/1991
- **Historical Date:**
- **Acres:** 40.000

**Property Addresses**
- **Primary Address:** 5685 SALONA RD 54235

** Owners**

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<th>Status</th>
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<tr>
<td>WILLMAN, RONALD L</td>
<td>FORMER OWNER</td>
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**Parent Parcels**
- No Parent Parcels were found

**Child Parcels**
- No Child Parcels were found

**Workflow History and Messages**
- No Flag/Messages were found
Aerial Photo Map (neighborhood)

Conditional Use Permit
Willman: 006-00-09262621
Proposed Use: Non-Farm Residential Lot
Aerial Photo Map (close up)

Conditional Use Permit
Willman: 006-00-09262621
Proposed Use: Non-Farm Residential Lot
Zoning Map
Conditional Use Permit
Willman: 006-00-09262621
Proposed Use: Non-Farm Residential Lot
County of Door
Land Use Services Department: Planning
County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

STAFF REPORT
Conditional Use Permit Application

Applicant Information
- **Name & property address:** Randall Willman on behalf of the late Ronald Willman, 5685 Salona Rd.
- **Parcel identification number:** 006-00-09262621
- **Zoning district:** Exclusive Agricultural (EA)
- **Petition request, including sections of zoning ordinance requiring permit:** The applicant is proposing to create a nonfarm residential lot which will be approximately 1.9 acres. The lot area to be separated from the farm parcel contains an existing single family residence, detached garage and a portion of the existing residential yard. The creation of this lot will use up all of the allowable land that can be dedicated to nonfarm residential lots from the Willman Base Farm Tract.

Ordinance Sections: 2.05(3)(a), 4.08(2a), and 11.04.

Description of Subject Property and Surrounding Area
Subject Property
- **Lot area, width, and depth:** 40 acres, ~1,300' x ~1,300'
- **Frontage - water, road:** ~1,300' along Salona Rd., ~1,300' along S. Lake Michigan Dr., and ~450' along Claybanks Creek.
- **Existing uses/structures:** There is an existing single family residence, detached garage, ~ 23-acres of agricultural land and the remainder of the property is wooded.
- **Access:** There is an existing driveway off Salona Rd.
- **Traffic patterns/road usage:** Both town roads have relatively low traffic levels.
- **Water and sanitation:** Existing private well and a conventional septic system.
- **Significant topography or vegetation:** The 40-acre parcel contains a wetland on both sides of the creek located in the NE corner. There is an elevation drop of 32' from the SW corner to the NE corner containing the wetlands.

Surrounding Area (include zoning districts): This parcel is located in the northeast portion of the Town of Clay Banks. The area north, west, and south of this parcel is zoned Exclusive Agricultural with some Wetlands and contains low density residential development scattered throughout the agricultural lands. The area east of this parcel is zoned Wetlands, some Prime Agricultural and Natural Area, followed by small residential lots zoned Single Family Residential 20,000 along Lake Michigan.

Background/History
Please see the attached Exclusive Agricultural Worksheet which provides an explanation of the required process to create a nonfarm residential lot.
Zoning Considerations

- **Purpose of zoning district: DCZO Section: 2.03(3):** "Exclusive Agricultural (EA): This district is intended to protect the agricultural industry from scattered nonagricultural development that may displace agricultural uses and is, therefore, not intended to accommodate future nonagricultural growth. This district is intended to help implement recommendations of the Door County Comprehensive and Farmland Preservation Plan. Further, it is intended to meet the provisions of the Wisconsin Farmland Preservation Program, as specified in Ch. 91, Wis. Stats., and thereby establish eligibility for tax credits to farm owners as provided in Ch. 71, sub.ch. IX, Wis. Stats. It is intended that this district apply to lands included in productive farm operations and which have historically exhibited good crop yields, or are capable of such yields; have demonstrated productivity for dairying, livestock raising, and grazing; have been used for production of specialty crops such as tree and plant materials, fruits, and vegetables; or have been integral parts of such farm operations. Lot sizes of at least 35 acres are required for new lots."

- **Does the use meet the zoning ordinance's stated purpose and intent?** Yes.

Specific requirements for proposed use and/or possible conditions that may be relevant.

If the RPC determines that the location and size of the proposed nonfarm residential lot meets the above outlined parameters, the proposal complies with the state requirements.

If the Resource Planning Committee (RPC) finds and concludes that:

1. The applicant has demonstrated, by substantial evidence, that the application and all conditions and requirements relating to the proposed conditional use are or will be satisfied, namely that...
   a. The ratio of non-farm residential acreage to farm residential acreage on the base farm tract on which the residence is located will not be greater than one-to-twenty after the residence is converted to a non-farm residence.
   
   b. There will not be more than four dwelling units in non-farm residences on the base farm tract after the residence is converted to a non-farm residence.
   
   c. The location and size of the non-farm residential parcel will not convert prime farmland from agricultural use nor significantly impair or limit the current or future agricultural use of the protected farmland.

2. There was no substantial evidence to support the opposite conclusion.

Then the following are possible conditions that may be relevant to attach to the conditional use permit:

1. A Certified Survey Map (CSM) shall be recorded at the Door County Register of Deeds office within one year from the date of the Conditional Use Permit.

2. The new lot may not exceed 1.9 acres in size.
Comprehensive Plan Considerations

- County comprehensive plan land use map designation(s) and description(s):

The parcel which is proposed to be created is designated on the county plan future land use map as "Rural/Agricultural," as described below and shown on the attached future land use map.

**Rural/Agricultural** – “Rural/Agricultural” areas cover much of southern and central Door County, where there are currently relatively stable agricultural lands with few non-agricultural uses, as well as most of the cleared areas located within the northern part of the county, which has more limited or discontinued agricultural activities. These areas are not planned for non-agricultural development in the next 15 years, however, lands in this category can, and most likely will, contain residential uses compatible with agriculture. Agricultural and related operations in these areas should be protected by ensuring development is at low density levels.

The creation of this lot requires a conditional use permit simply due to the requirements within the state statutes regarding creating residential parcels within certified Exclusive Agricultural zoning districts.

- **Relevant goals/objectives/action items from comprehensive plan:** None.

- **Other relevant text from county comprehensive plan:** None.

SV/RYK
April 28, 2021
Exclusive Agricultural Worksheet

Property Owner Name: Randy Willman  Date: 3/3/2021

Property Address: 5685 Salona Rd.

Telephone Number: 495-3220  Email: rwillman@charter.net

Base Farm Tract Acreage: (40a)  1:20 Ratio Max Non-Farm Acreage: (1.9a)
Parcel Number: 006-00-09262621  40a
Door County Zoning Ordinance Standards
EA minimum lot size 35 acres & 600' width (same as in past).

Except...County Ordinance allows for a nonfarm residential lot that meets the following:
- Minimum lot size of at least 0.75 acres
- Minimum lot width of 150'
- All buildings located on the nonfarm residential lot shall be located at least 20' from all new side and rear lot lines
- The remnant parcel shall contain at least 35 acres and all buildings located on the remnant lot shall be located at least 50' from all new lot lines.

*What is NEW...Now in EA, the State requires that these new small lots shall be authorized with a conditional use permit OR by rezoning that area to a different zoning district (see below).

Chapter 91, Wis. Stats – New Farmland Preservation Rules
Base Farm Tract (BFT): One or more contiguous parcels in the EA zoning district in the same ownership (same name on the deed) on the date the ordinance was certified (September 30, 2010), regardless of any subsequent changes in the size of the farm.

Maximum allowed residences per BFT = 5

Maximum # of non-farm residences per BFT = 4

1:20 ratio = Maximum allowed non-farm acreage to farm acreage. Divide BFT acreage by 21 to determine the number of acres that may be dedicated to non-farm residential acreage.

If you are proposing to create a new non-farm residence/small lot via a conditional use permit (CUP) the above mentioned base farm tract, 1:20 ratio, and total maximum number of residences apply.

In addition, it shall be determined that the location and size of the proposed nonfarm residential will not do any of the following:
1. Convert prime farmland from agricultural use or convert land previously used as cropland, other than a woodlot, from agricultural use if on the farm there is a reasonable alternative location or size for a nonfarm residential parcel or nonfarm residence.
2. Significantly impair or limit the current or future agricultural use of the other protected farmland.

If you choose to rezone a portion of your property to create a new lot instead of pursuing a CUP, the base farm tract, 1:20 ratio, and total maximum number of residences do NOT apply. However, in order to rezone out of EA, it shall be determined that all of the following apply:
1. The land is better suited for a use not allowed in the farmland preservation zoning district.
2. The rezoning is consistent with any applicable comprehensive plan.
3. The rezoning is substantially consistent with the county certified farmland preservation plan
4. The rezoning will not substantially impair or limit current or future agricultural use of surrounding parcels of land that are zoned for a or legally restricted to agricultural use.

Exclusive Agricultural (EA) zoning district setbacks
- 50' from side and rear lot lines
- 35' from any wetland
- 75' from any navigable stream
Road setbacks depend on class of road (state or county highway, town or private road).

Uses allowed in EA and type of permit required: See Table 2.05(3)(a), Door County Zoning Ordinance.
Future Land Use Map
Conditional Use Permit
Willman: 006-00-09262621
Proposed Use: Non-Farm Residential Lot
LETTER(S) IN FAVOR

CONDITIONAL USE

WILLMAN
Hi Sue,

Attached is the Town Recommendation for the Williams CUP. There were zero Nays - I forgot to add that. Please let me know if you have any questions.

Thank you,
Jess

Jessica Bongle
Town Clerk
(920)493-7383
townofclaybanks@gmail.com
www.townofclaybanks.org

-------- Forwarded message --------
From: Jessica Bongle <sibongle@gmail.com>
Date: Wed, Apr 21, 2021 at 9:20 AM
Subject:
To: <townofclaybanks@gmail.com>

Sent from my iPhone
Door County Land Use Services Department
Request for Town Recommendation

Randall Willman on behalf of the late Ronald Willman is requesting to conditional use permit to create a nonfarm residential lot of approximately 1.9 acres located at 5885 Salona Rd. The property is zoned Exclusive Agricultural (EA), so in order to separate the existing residence and accessory structure from the farm parcel, a conditional use permit is required.

The (circle one) [Town Board/Planning Committee of the Town of Clay Banks] held a legally noticed and posted meeting on April 20, 2021, at which, by a vote of ___ (Yea) to ___ (Nay), the town recommended (check one) X SUPPORT DENIAL for a conditional use permit.

Reason(s) for the town’s decision:

Fits into our Comprehensive Plan.

Is the proposal consistent with the Town Comprehensive Plan?

Yes.

Concerns or objections the town may wish to see potentially addressed through conditions:

None.

[Signature]
Town Clerk Signature

[Signature]  4-20-2021
Date

*To aid you in the review, please see the attached Conditional Use Permit worksheet.
TOWN OF BRUSSELS
REZONING

PACKET OF INFORMATION
SUBMITTED BY THE TOWN
TOWN OF BRUSSELS  
Door County Wisconsin

Town Officials

Chairman  
Joe Wautier  
1469 County DK  
Brussels, WI 54204  
920-493-0509

Supervisor  
Mark Marchant  
9420 Cemetery Road  
Brussels, WI 54204  
920-495-7013

Supervisor  
Joel Daoust  
9640 School Road  
Brussels, WI 54204  
920-493-6509

Clerk  
JoAnn Neinas  
8674 County Road H  
Sturgeon Bay, WI 54235  
920-825-7618

Treasurer  
Lois Maedke  
8886 County Road D  
Forestville, WI 54213  
920-825-1229

Constable  
Matt Phillips  
9036 School Road  
Brussels, WI 54204  
920-559-1469

March 15, 2021

Door County Board of Supervisors  
c/o Land Use Services, Planning  
421 Nebraska Street  
Sturgeon Bay, WI 54235

Dear County Board Members:

Pursuant to Wisconsin Stats. 60.62(3), the Town of Brussels hereby requests the Door County Board of Supervisors consideration and approval of the Town of Brussels Amendment 2 to Zoning Ordinance No. 22 which was adopted by the Town Board following due notice and hearing on March 10, 2021.

Submitted by JoAnn Neinas, Town Clerk

Enc: Town of Brussels proposed Map and Amendment 2 to Ordinance No. 22

Pc: Grant Thomas w/enc.

RECEIVED
MAR 15 2021
DOOR COUNTY
LAND USE SERVICES DEPARTMENT
TOWN OF BRUSSELS
AMENDMENT 2 TO ORDINANCE NO. 22
TOWN OF BRUSSELS ZONING ORDINANCE

WHEREAS, the Town Board of the Town of Brussels has adopted a Town Zoning Ordinance as authorized by Section 60.62, Wisconsin Statutes; and

WHEREAS, the Door County Board of Supervisors has approved the Town of Brussels Zoning Ordinance via Resolution no. 86-02 on August 27, 2002; and

WHEREAS, requests from the property owners have been made to rezone two (2) parcels from General Agricultural (GA) to Mixed Commercial (MC). These parcels are described as:

1. Parcel no. 004-00-03262441A3 in Section 03, 5.18 acres in size
2. Parcel no. 004-00-03262441A4 in Section 03, 2.74 acres in size

WHEREAS, the Town of Brussels Plan Commission met on January 20, 2021 and recommended approval of the rezoning of these two (2) parcels; and

WHEREAS, a public hearing was held on March 10, 2021 regarding the rezoning of these two (2) parcels;

NOW, THEREFORE the Town Board of the Town of Brussels does ordain as follows:

1. The Town of Brussels Zoning Ordinance and map is hereby amended to change the zoning classification of the above mentioned parcels from General Agricultural to Mixed Commercial.
2. This amendment shall be forwarded to the Door County Resource Planning Committee via the Door County Planning Department, and the Door County Board of Supervisors for approval.

This ordinance shall take effect upon approval by the Door County Board of Supervisors and publication or posting as required by law.

Adopted at a regular meeting of the Town Board on the 10th day of March, 2021.

Joe Wautier
Town Chairperson

Mark Marchant
Supervisor No. 1

Joel Daoust
Supervisor No. 2

Attest:

JoAnn Neinas, Clerk
TOWN OF BRUSSELS
ZONING
April 8, 2009

Lots Highlighted and Circled.

Zoning Index
- Rural Residential (RR)
- Single Family - 20,000 (SF20)
- High Density Residential (HD)
- Commercial Center (CC)
- Mixed Use Commercial (MC)
- Light Industrial (LI)
- General Agricultural (GA-2)
- Wetland (W)
- Natural Area (NA)

Overview of Door County

Town of Brussels is a zoning district independent of Door County zoning jurisdiction with the following exceptions:
- Shoreland Zoning
- Wind Turbine Ordinance
TOWN OF BRUSSELS

Petition for Zoning Amendment – Map

1. Applicant – David Allen (potential buyer of Lot A3) acting on behalf of owners, Lynn & Sharon Engebosse. Additional request was received from potential buyer of lot A4, Brenden Kiger.

2. Parcel identification numbers – 004-00-06262441A3, 004-00-03262441A4

3. Petition request – amendment to the Town of Brussels ordinance and map to effect a change in the zoning classification of these lots from General Agricultural (GA-2) to Mixed Commercial (MC) zoning district.

4. Purpose of the proposed rezoning – Potential buyers propose to build a personal storage building and commercial storage buildings. Attached are five information pages Mr. Allen submitted with his petition. The Brussels Zoning Administrator and Town Board do not express an opinion as to the accuracy of the information submitted.

5. Description of subject property and surrounding area (map attached).
   a. Lot A3 is 5.18 acres in size and currently leased for ag use.
   b. Lot A4 is 2.74 acres in size and currently leased for ag use.
   c. Lot A3 fronts Highway 57 with Lot A4 adjoining Lot A3; access to both lots is from Ullman Court and not from Highway 57.
   d. The owner of Lot A2, by mail, requested the Town Board change the classification of his lot to MC also. He did not attend the public hearing and provided no information on his plans for the property. The Town Board denied his request.
   e. The owner of Lot A1 (Engine Rebuilding Service) and surrounding property owners did not request a change of their properties to MC. They were notified by mail of the opportunity and the public hearing date. No correspondence was received.

   a. GA-2 has a minimum lot size of 2 acres, minimum lot width of 250 feet.
b. MC has a minimum lot size of 20,000 square feet, minimum lot width of 100 feet for unsewered development; lot size of one acre with minimum lot width of 150 feet for multiple occupancy development.

c. Original mapping and zoning classifications took place in 2002.

7. The Brussels Town Comprehensive Plan dated November 2002 and Future Land Use Map (attached) do not indicate development in this area. The comprehensive plan will be updated in the future and there is no indication at this time what the changes will be.

Submitted by JoAnn Neinas

Town of Brussels Zoning Administrator

3/24/21
TOWN OF BRUSSELS
REZONING

APPLICATION SUBMITTED TO
THE TOWN
PETITION FOR ZONING AMENDMENT

TO: Brussels Town Board of Supervisors
   Office of Zoning Administrator
   8674 County Road H
   Sturgeon Bay, WI 54235

The undersigned owner of the property herein described hereby petitions your honorable body for an amendment to the Town of Brussels Zoning Ordinance and Map to effect a change in the zoning classification of real estate in the Town of Brussels, Door County, Wisconsin, located at Lot 3 Ullman Court, more particularly described as follows; to-wit (attach copy of deed, tax bill, or survey):

Lot 3 CSM 2257 PIN: 0040003262441A3

From General Agricultural (GA) Zoning District to Mixed Use Commercial (MC) Zoning District.
The land described above will be used for:
(optional)
_____________________ See attached_____________________ if the amendment is adopted.

David J. Allen
NAME (printed)
PO Box 515 3541 N Duluth #19 Sturgeon Bay 54235
ADDRESS

Respectfully submitted,

(Signature)  

Date

ACTION TAKEN

(By Plan Commission)

DATE 1/20/21
Approved Denied

(By Town Board)

DATE
Approved Denied

PARCEL NO.: 004-00-03262441A3

DATE FILED:

FEE PAID ($300.00)

Attach any other pertinent information to be used in considering this amendment.
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**summary**

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CERTIFIED SURVEY MAP

LOCATED IN:
THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF
SECTION 3, TOWNSHIP 26 NORTH, RANGE 24 EAST,
TOWN OF BRUSSELS, DOOR COUNTY, WISCONSIN.

1" = 200'

LEGEND
- SET 1" IRON PIPE
- F D 1" IRON PIPE

SCALE: 1" = 200'

NORTH ORTHOGRAM

LOCATION SKETCH

SECT. 3-26-24
SCALE 1" = 200'

LOT 1

300' ROW

LOT 2

100' ROW

LOT 3

200' ROW

LOT 4

300' ROW

PROPERTY BOUNDARY

S31°26'12"E

157.42

LINES

INDEX

RECEIVED
MAR 29 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT
USE AND ZONING STATUS TODAY:

Of the 162 acres that were zoned General Agriculture at the time of the Vision 2020 plan only 70 acres are leased farmland, 79 are wetland or fallow, 9.02 are industrial and 3.73 are a non-owner occupied farm-house. The sub-division approved in 2006 remains exactly as it was 14 years ago, an auto shop and vacant and fallow land.

According to Town of Brussels zoning code (adopted in 2002):

(2) General Agricultural (GA-2)

This district is intended to maintain agricultural lands which have historically demonstrated high agricultural productivity. It is also intended to accommodate certain nonagricultural uses which require spacious areas to operate or where natural resource exploitation occurs. Lands eligible for designation in this district shall generally include those designated as primary or secondary farmland preservation areas in the Door County Farmland Preservation Plan-1982. This district is also intended to provide farmland owners with additional management options by allowing limited residential development, but with residential density limits and other requirements set so as to maintain the rural characteristics of this district. Lot sizes of at least two (2) acres are required for new lots, with a gross density of 8 units per quarter-quarter section (40 acres).

It is curious that Door County revised its code in 2016 and increased the minimum acreage for GA to 20 acres. The Applicant proposes that the Brussels code has not kept pace with the County.

PROPOSED ZONING:

The Subject is located within a 12.78 acre sub-division with lots ranging from 2.41 to 5.18 acres. Clearly the Town, in 2006 by approving this sub-division must have thought the uses would not be farming or other large lot uses.

(7) Mixed Use Commercial (MC)

This district permits both residential and commercial uses and is designed to accommodate those areas of the Town of Brussels with an existing desirable mixture of uses, or where such a mixture of uses is wanted. Typically, this district will be located within or near existing communities, but it is also intended for outlying or smaller nodes of development. In addition, this district can be used as a transition between business centers and strictly residential areas. Lot sizes of at least 20,000 square feet are required for new lots which are not served by public sewer.

SPOT ZONING:

Subject is never going to be an agricultural area. All future commercial/industrial development in the Town of Brussels will occur along or near highway 57. The Subject should be available for Mixed Commercial use in the broadest sense so that individuals and businesses can establish or maintain a presence in the Brussels area. The community benefits by having broader development options. The Brussels 2020 Plan, now 19 years old should no longer be the primary guide for the land use of the Subject. Re-zoning, along with the gain and loss of Permitted and Conditional Uses will not negatively affect the surrounding properties.
The Applicant wishes to re-zone the Subject property from General Agriculture (GA) to Mixed Use Commercial (MC). The primary purpose is to construct a professional office/studio (permitted use) with storage for personal items. However, the Applicant may want to submit proposals for uses that are subject to Conditional Use requirements.

The Applicant believes the time has come to allow this property to recognize its full potential as mixed use envisioned over 14 years ago when the Subject was part of the 12.78 acre Engebos subdivision.

Following is a timeline of the evolution of the Subject and nearby land:

- 7/29/1993 WISDOT starts closing sections of highway 57 and mapping highway corridor
- 11/1/2002 town of brussels vision 2020 comprehensive plan
- 7/30/2004 sale of Engebos properties to WDOT for highway ROW
- 7/31/2006 sale of property from Engebos to Door county for highway garage
- 9/25/2006 Lot 1 Schmelzer not rezoned to Mixed use commercial but, auto repair site plan approved
  - 2006 engebos attempt to rezone to MC denied
- 10/16/2006 CSM recorded
- 11/9/2006 construction of engine repair shop Schmelzer lot #1 (pprox)
- 11/9/2006 lot sale Engebos to Schmelzer lot #1
- 5/25/2007 lot sale Engebos to Duecht lot #2
- 1/20/2009 port a pier rezone to CC

The overall theme is that for almost 20 years nothing has happened in this subdivision except an auto repair shop and the county highway garage. The current land use in the area is primarily wetland, fallow, or leased farmland.

The Applicant is being transparent about the future use of the Subject and the Town (and County) should also do so by re-zoning to a classification that allows land use to be consistent with what use can be made of the Subject. The Town’s vision 2020 plan adopted in 2002 should no longer be the controlling document.
TOWN OF BRUSSELS
REZONING

LAND USE SERVICES DEPARTMENT
STAFF REPORT & INFORMATION
Applicant Information

- **Name & property address:** Lynn & Sharon Engebose (on behalf of David Allen, potential buyer for Lot 41A3, and on behalf of Brenden Kiger, potential buyer for Lot 41A4)
- **Parcel identification numbers:** 004-00-03262441A3 & 004-00-03262441A4
- **Petition Request:** Rezone both parcels from General Agricultural (GA-2) to Mixed Use Commercial (MC).
- **Purpose of the proposed rezoning:** The potential buyers propose to build a personal storage building and commercial storage buildings.

Background/History
The Town of Brussels adopted town-level zoning on August 13, 2002. As required by state statute, in order for that ordinance to become effective, it had to be approved by the Door County Board of Supervisors, which it was on August 27, 2002. The Town must still seek approval from the county to amend its town-level zoning ordinance, per § 60.62(3)(a), Wis. Stats.:

§ 60.62, Wis. Stats., Zoning Authority if Exercising Village Powers:

(3)(a) In counties having a county zoning ordinance, no zoning ordinance or amendment of a zoning ordinance may be adopted under this section unless approved by the county board.

The Resource Planning Committee’s recommendation will be sent to the County Board in the form of a resolution, which will need to include reasons for approval or denial.

Description of Subject Property and Surrounding Area:
These properties are located in the northeast portion of the town, just south of STH 57 and north of CTH H.

The Door County Land Division Ordinance is in effect throughout all of the Town of Brussels. In 2006, the current owners created four lots with a certified survey map (CSM). All lots take access off the private road located west of Ullman Court and south of STH 57.

Lot Configuration: 004-00-03262441A3
- **Lot area, width, and depth:** irregularly-shaped, 5.18 acres.
- **Road Frontage:** No access to STH 57, access via the private road, there is a 20’ wide stormwater easement along the north lot line.

Lot Configuration: 004-00-03262441A4
- **Lot area, width, and depth:** irregularly-shaped, 2.74 acres.
- **Road Frontage:** access via the private road, also fronts Ullman Court, there is a 110’ wide stormwater easement.
Surrounding Area: Much of the surrounding area is zoned GA-2 and contains active agriculture with some residential development intermixed. Other nearby uses include an engine repair shop, the Door County Highway Department shop, residential lots (Engebose Land Division), and a day care center. To the west is a 4.21-acre parcel zoned Light Industrial containing Albert’s Plastering, to the west and south of CTH DK is BayLake Landscape, and to the west and north is a large area encompassing “Brussels Hill,” which is zoned Natural Area.

(Re)Zoning Considerations

<table>
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<tr>
<th>Zoning district</th>
<th>Existing District</th>
<th>Proposed District</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>GA-2</td>
<td>MC</td>
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<tr>
<td>Minimum lot size</td>
<td>2 acres (density limit of 8 units/40 acres)</td>
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<td>Minimum lot width</td>
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<td>100'</td>
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</table>

- Brussels Zoning Ordinance Section 2.03(2): Purpose of the General Agricultural (GA-2) zoning district: “This district is intended to maintain agricultural lands which have historically demonstrated high agricultural productivity. It is also intended to accommodate certain nonagricultural uses which require spacious areas to operate or where natural resource exploitation occurs. Lands eligible for designation in this district shall generally include those designated as primary or secondary farmland preservation areas in the Door County Farmland Preservation Plan-1982. This district is also intended to provide farmland owners with additional management options by allowing limited residential development, but with residential density limits and other requirements set so as to maintain the rural characteristics of this district. Lot sizes of at least two (2) acres are required for new lots, with a gross density of 8 units per quarter-quarter section (40 acres).”

- Brussels Zoning Ordinance Section 2.03(7): Purpose of the Mixed Use Commercial (MC) zoning district: “This district permits both residential and commercial uses and is designed to accommodate those areas of the Town of Brussels with an existing desirable mixture of uses, or where such a mixture of uses is wanted. Typically, this district will be located within or near existing communities, but it is also intended for outlying or smaller nodes of development. In addition, this district can be used as a transition between business centers and strictly residential areas. Lot sizes of at least 20,000 square feet are required for new lots which are not served by public sewer.”

- Was the existing district due to a mistake in the mapping process? No.
- Have circumstances changed for this property or surrounding properties since the original zoning district designation? No.
- How are the adjacent properties zoned and used? Will rezoning allow for higher intensity or higher density uses than those allowed on surrounding properties? Most of the surrounding area is zoned GA-2 and contains active agriculture with some residential development intermixed. A rezoning will allow for higher intensity and higher density uses.
- Would the new district fit official plan guidelines for the property? Is the existing district a better fit? The existing district is a better fit.
- Is the request simply to economically benefit one property owner or a small group of property owners? Yes.
- Is there an overriding public good to be gained by rezoning the property? (If yes, rezoning might be justified even if other considerations point toward denying the petition.) No.
Comprehensive Plan Considerations

- County comprehensive plan future land use map designation and description.

When the county first developed its comprehensive plan in 2009, some municipalities had already created their own future land use maps as part of their municipal comprehensive planning processes, including the Town of Brussels. The Land Use Services Department staff took the Town’s municipal-level map and “translated” their future land use categories into the county-level future land use categories. The parcels under consideration were translated into Rural/Agriculture, per the county’s 2009 future land use map. For the 2014 update of the comprehensive plan, staff again distributed the future land use maps described above to each of the county’s 19 municipalities for review, comment, and corrections. The Town of Brussels did not change the Rural/Agriculture future land use category for these parcels. New farmland preservation maps were also developed as part of the 2014 update of the comprehensive plan, and these parcels were mapped as a Farmland Preservation Area, which was also reviewed by town officials. The county-level future land use categories are described below and shown on the attached maps.

Rural/Agricultural – “Rural/Agricultural” areas cover much of southern and central Door County, where there are currently relatively stable agricultural lands with few non-agricultural uses, as well as most of the cleared areas located within the northern part of the county, which has more limited or discontinued agricultural activities. These areas are not planned for non-agricultural development in the next 15 years, however, lands in this category can, and most likely will, contain residential uses compatible with agriculture. Agricultural and related operations in these areas should be protected by ensuring development is at low density levels.

The parcel is also designated as Farmland Preservation Area, “areas that the county plans to preserve for agricultural and agriculture-related uses.”

Per the aerial photograph map, this property has been used in the recent past for agricultural purposes and may still be in agricultural use. The parcel is also located in a Farmland Preservation Area, per the comprehensive plan’s farmland preservation map for the Town of Brussels. As such, the proposed rezoning request from General Agriculture to Mixed-Use Commercial is not consistent with the county comprehensive plan.

- Relevant goals/objectives/action items from the comprehensive plan.

GOAL 3. Protect existing agriculture and promote sustainable agricultural operations.

Action Item 2. Review new development proposals for potential negative impacts on farming, so as to identify and address at public hearings.

- Other relevant text from the comprehensive plan. None.
Aerial Photo Map (neighborhood)

Proposed Re-Zoning: General Agriculture to Mixed Use Commercial

Engebose: 004-00-03262441A3 & 41A4
Aerial Photo Map (close up)

Proposed Re-Zoning: General Agriculture to Mixed Use Commercial

Engebose: 004-00-03262441A3 & 41A4
Zoning Map
Proposed Re-Zoning: General Agriculture to Mixed Use Commercial
Engebosé: 004-00-03262441A3 & 41A4
Future Land Use Map

Proposed Re-Zoning: General Agriculture to Mixed Use Commercial
Engebos: 004-00-03262441A3 & 41A4
CERTIFIED SURVEY MAP

LOCATED IN:
THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF
SECTION 3, TOWNSHIP 26 NORTH, RANGE 24 EAST,
TOWN OF BRUSSEL, DOOR COUNTY, WISCONSIN.

SCALE 1" = 200'

LEGEND
G - SET 1" IRON PIPE
O - FD. 1" IRON PIPE

CURVE DATA

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SCALE 6" - 300'

SHEET 1 OF 3

JOB NO. 19510
10-16-06
CERTIFIED SURVEY MAP

LOCATED IN:
THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF
SECTION 3, TOWNSHIP 26 NORTH, RANGE 24 EAST,
TOWN OF BRUSSELS, DOOR COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, Stephen P. Meneau, Registered Land Surveyor for Baudhuin Incorporated, do hereby certify that we have surveyed the following described parcel:

A parcel of land located in the NE ¼ of the SE ¼ of Section 3, Township 26 North, Range 24 East, Town of Brussels, Door County, Wisconsin, bounded and described as follows:

Commencing at the East ¼ corner of said Section 3, thence S.01°45'33" E., - - - 656.82 feet along the east line of the NE ¼ of the SE ¼ of said Section 3 to the point of beginning of lands to be described; thence continue S.01°45'33" E., along said east line and the centerline of Ullman Court, 633.65 feet; thence S.88°27'12" W., - - - 1318.46 feet to the southwest corner of the NE ¼ of the SE ¼ of said Section 3; thence N.01°39'03" W., - - - 29.53 feet along the west line of the NE ¼ of the SE ¼ of said Section 3 to the southerly right of way line of proposed S.T.H. "57"; thence along said southerly right of way line as follows:
N.50°01'14" E., - - - 95.36 feet; thence N.57°11'33" E., - - - 253.37 feet; thence N.57°59'52" E., - - - 1006.94 feet; thence S.53°26'02" E., - - - 157.42 feet to the west right of way line of Ullman Court and the end of said southerly right of way line; thence N.86°14'27" E., - - - 33.00 feet to the point of beginning. Said parcel contains 556,758 sq. ft. (12.78 acres) and is subject to the rights of the public lying within the road right of way known as Ullman Court.

Also, I have fully complied with the requirements of chapter 236.34 of the Wisconsin Statutes. I further certify that the attached map is a true representation of said property and correctly shows the exterior boundaries and correct measurements thereof.

Dated: 10-16-06

Stephen P. Meneau  S-1873

[Map and signatures]
CERTIFIED SURVEY MAP

LOCATED IN:
THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF
SECTION 3, TOWNSHIP 26 NORTH, RANGE 24 EAST,
TOWN OF BRUSSEL, DOOR COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

As owners we, Lynn B. & Sharon M. Engesbø, do hereby certify that we have caused the
land depicted on this certified survey map to be surveyed, and mapped as represented on
this certified survey map. We also certify that this Certified Survey Map is required by Sec.
236.34 to be submitted to the Door County Zoning Department for approval or objection in
accordance with current land subdivision ordinances.

Dated: 10/30/06  Lynn B. Engesbø
Dated: 10/30/06  Sharon M. Engesbø

DOOR COUNTY PLANNING DEPARTMENT CERTIFICATE:

I hereby certify that this Certified Survey Map has
been submitted to and approved by the Door County
Planning Department.

Dated: 10/27/06  Lynn VanderWerg
Zoning Administrator

TOWN OF BRUSSEL CERTIFICATE:

This survey map has been submitted to and approved by the Town of Brussels.

Dated: 10/26/06  John Neinas
Zoning Administrator

DOOR COUNTY REGISTER OF DEEDS

RECEIVED FOR RECORD THIS _____ DAY OF NOVEMBER, 2006 AT __:__ O'CLOCK A.M.,Recorded in Vol. _____ Page _____ as Document No. _____

__/__/2006  15th PDL
Register

Deputy

---End---
Door County
Shoreland Mitigation Handbook

Adopted by the Resource Planning Committee
May 1, 2014

Previous updates:
August 6, 2015
March 14, 2017
This update: May 06, 2021
Mitigation

Mitigation – What is it?

Mitigation is defined in NR115, Wisconsin's Department of Natural Resources Administrative Code that defines the state mandated shoreland protection program, as balancing measures that are designed, implemented and function to restore natural functions and values that are otherwise lost through development and human activities. Mitigation requires owners of waterfront properties to provide water body protection measures in exchange for being able to construct or expand structures or uses on the shoreline property.

Goals of Mitigation.

Restoration of shoreland buffer zones is a primary goal of the mitigation strategies. Shoreland buffer zones are the last opportunity for detention or infiltration of pollution-laden runoff before it reaches the waterway. When shoreland vegetation is disturbed or removed by human activities, runoff can affect aquatic plants and animals by carrying elevated sediment, nutrient and toxicant loads to water bodies. Buffer zones also provide critical habitat for wildlife and provide for natural beauty.

Mitigation Strategies are designed to:

1. Allow property owners a range of options to achieve the level of mitigation required.
2. Provide more environmental protection to water bodies.
3. Give credit to property owners who have maintained more natural environmental protective functions on their properties.
4. Promote removal of structures located within 75 feet of the ordinary high water mark.

How does the point system work?

Door County implemented a point system where property owners are required to achieve a certain number of points corresponding to a project proposed. Property owners then choose strategies, with each strategy being worth a pre-determined number of points, to achieve the total number of points required for their properties. Once the points are achieved and the property owner agrees to implement and maintain the mitigation strategies into perpetuity, and an affidavit to that effect will be recorded on the deed at the Register of Deeds office, a zoning permit can be issued.
## Mitigation Required

<table>
<thead>
<tr>
<th>Situation</th>
<th>When is mitigation required?</th>
<th>How much mitigation is required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>C A</td>
<td>Increase Impervious Surface Ratio (ISR) from 15% or more to up to 30%.</td>
<td>2 points</td>
</tr>
<tr>
<td>A B</td>
<td>≤ 200 square feet of lateral expansion of a non-conforming principal structure.</td>
<td>2 points</td>
</tr>
<tr>
<td>B C</td>
<td>Replacement or relocation of a nonconforming principal structure.</td>
<td>2 points</td>
</tr>
</tbody>
</table>

## Mitigation Options
(See pages 5-14 4-9 for further information)

<table>
<thead>
<tr>
<th>MITIGATION TYPE</th>
<th>NUMBER OF POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Maintain existing natural buffer (OHWM extended 35' landward)</td>
<td>3 points</td>
</tr>
<tr>
<td>B. Restoration of a primary buffer (7' deep x 35' long area parallel to OHWM)</td>
<td>2 points</td>
</tr>
<tr>
<td>C. Restoration of (or maintain existing) side yard buffer (7' wide x 35' long area adjacent and parallel to side lot line and within 0' – 75' from OHWM)</td>
<td>1 point</td>
</tr>
<tr>
<td>D. Decrease access and viewing corridor</td>
<td>1 point / 5% decrease from 35% (max. of 4 points)</td>
</tr>
<tr>
<td>E. Increasing setback of proposed and future structures from OWHM</td>
<td>1 point per 5' of increased setback beyond required (max. of 3 points)</td>
</tr>
<tr>
<td>F. Use of earth-tone materials or colors</td>
<td>1 point</td>
</tr>
<tr>
<td>G. Removal of a non-conforming structure</td>
<td>2 points for accessory structures 3 points for principal structures</td>
</tr>
<tr>
<td>H. Removal of existing shore lighting or replacement with downcast lighting</td>
<td>1 point</td>
</tr>
<tr>
<td>I. Stormwater plan</td>
<td>4-points</td>
</tr>
<tr>
<td>J. I. Method approved by Planning Land Use Services Department staff</td>
<td>Based on proposal</td>
</tr>
</tbody>
</table>
A. Maintain Existing Primary Natural Buffer – 3 points

Natural vegetative buffer exists on the property for a minimum of 35 feet from the OHWM of the water resource.

*Mitigation Intent:* Credit existing natural vegetative buffers already in place on shoreland properties.

*Standards:* Development of a management plan including inventory and control of invasive species that may be present. This may require supplementing the existing vegetative buffer with additional native species of trees, shrubs, and/or groundcovers.

*References:*

*Shoreland restoration: a growing solution* [video](http://example.com)
B. Restoration of a Primary Buffer – 2 points per 7’ of buffer

Restore a primary vegetative buffer of 7 feet deep by 35 feet in length parallel to and within 35 feet of the OHWM of the water resource.

Mitigation Intent: Protection of the water resource through the reestablishment of native vegetation in the primary buffer, screening of development from the waterway, and provide near shore wildlife habitat.

Standards: Development of a restoration plan using native plantings suitable to the site. The near shore habitat should be designed with native plantings that offer protection and improvement of the water resource. A management plan identifying the establishment of native plantings, invasive species control, and site specific remedies to control erosion on the site during and after the project is needed for this mitigation strategy. Viewing corridor from the developed portion of the site to the waters edge can be maintained for the benefit of the property. Plan restores three tiers of native vegetation within the buffer area—canopy, shrubs, and ground layer of grasses, sedges, rushes, ferns, and wildflowers.

Wisconsin Biology Technical Note 1: Shoreland Habitat: should be used as guidance to develop the restoration/revegetation plan. Please see link below: http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSBioTechNote.pdf or a hard copy may be viewed at the Planning Land Use Services Department.

References:
Protecting and Restoring Shorelands - WDNR/UWEX
A Fresh Look at Shoreland Restoration - WDNR/UWEX
Protecting our Living Shores - WDNR/UWEX
Wisconsin Native Plant Sources and Restoration Consultants - DNR/UWEX
Shoreland Habitat Conservation Practice Standard - NRCS
Native Plants - Sheboygan County Stormwater Manual pg. 44
Re-Vegetation Fact Sheet - Waushara Co.
Shoreland restoration: a growing solution video
C. Restoration of (or maintain existing) Side-Yard Buffer – 1 point per 7’ of width

Restoration of natural vegetation 7’ wide by 35’ long adjacent and parallel to the side-yard of the parcel, within 0’ to 75’ from the OHWM.

*Mitigation Intent:* Habitat improvement of the side-yard areas on shoreland properties with the reestablishment of native vegetation. Points will be credited for existing buffers in this area.

*Standards:* Native Plants, Invasive species control, removal of dead, diseased, dying vegetation.
Wisconsin Biology Technical Note 1: Shoreland Habitat: should be used as guidance to develop the restoration/revegetation plan. Please see link below: [http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSBioTechNote.pdf](http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSBioTechNote.pdf) or a hard copy may be viewed at the Planning Land Use Services Department.

References:
- Protecting and Restoring Shorelands - WDNR/UWEX
- A Fresh Look at Shoreland Restoration - WDNR/UWEX
- Protecting our Living Shores - WDNR/UWEX
- Wisconsin Native Plant Sources and Restoration Consultants - DNR/UWEX Shoreland
- Shoreland Habitat Conservation Practice Standard - NRCS
- Re-Vegetation Fact Sheet - Waushara Co.
D. Decreased Access and Viewing Corridor – 1 point per 5% decrease from 35% (maximum of 4 points)

30% Viewing Corridor = 1 point
25% Viewing Corridor = 2 point
20% Viewing Corridor = 3 points
15% Viewing Corridor = 4 points

Reduction of the maximum allowed access and viewing corridor width to the waters edge and increasing the natural buffer within 35' of the OHWM.

*Mitigation Intent*: Habitat improvement on shoreland properties with increased reestablishment of native vegetation. Screening of development as viewed from the waterway. Points will be credited for existing viewing corridors that are less than 35%.

*Standards*: Native trees, shrubs, and ground cover plantings
Wisconsin Biology Technical Note 1: Shoreland Habitat: should be used as guidance to develop the restoration/revegetation plan. Please see link below: [http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSBioTechNote.pdf](http://dnr.wi.gov/topic/ShorelandZoning/documents/NRCSBioTechNote.pdf) or a hard copy may be viewed at the Planning Land Use Services Department.

References:
- Protecting and Restoring Shorelands - WDNR/UWEX
- A Fresh Look at Shoreland Restoration - WDNR/UWEX
- Protecting our Living Shores - WDNR/UWEX
- Wisconsin Native Plant Sources and Restoration Consultants - DNR/UWEX
- Shoreland Habitat Conservation Practice Standard - NRCS
- Infiltration Steps
- Paths and Walkways Managing Foot Traffic for Lake Protection
E. Increased Setback of Structures – 1 point per 5’ of increased setback beyond required (maximum of 3 points)

Siting a proposed structure and future structures on the property further away from the OHWM than the required minimum setback.

*Mitigation Intent:* Increased enhancement of the natural views from the water by increasing the distance between the waterway and the development on a property. Benefits to water quality result from a wider buffer between the impervious surface and the waterway.

*Standards:* Increased distance between structures from the water’s edge beyond the minimum setback as defined by the *Door County Shoreland Zoning Ordinance*.

F. Use of Earth-Tone Materials or Colors – 1 point

Earth-tone colors utilized on the developed portion of the property.

*Mitigation Intent:* Improved natural views from the water using colors to screen the development on shoreland property. Blend the development on a property with the natural surroundings of the shoreland to make the site less conspicuous as viewed from the water.

*Standards:* Use of earth-tone colors for all developed components of the development on the property as viewed from the shore. Practices include the use of exterior building materials or treatments that are inconspicuous and blend with the natural setting of the site.

G. Removal of a Non-Conforming Structure

*Accessory Structure – 1 - 2 points (see standards below)*

*Principal Structure – 3 points*

Voluntary removal of a legal non-conforming structure on the property.

*Mitigation Intent:* Elimination of legal non-conforming structures on shoreland properties.

*Standards:* Removal of a legal nonconforming structure (without replacement) and converting the area back to vegetation. An existing nonconforming accessory structure must be of at least 120 square feet or more in area to qualify for 2 points, accessory structures of 60 - 119 square feet in area qualify for 1 point.
H. Removal of Existing Shore Lighting or Replacement with Installation of Downcast Shore Lighting – 1 point

Remove, reduce, or improve, or install lighting to limit light pollution beyond the viewing corridor of the property.

*Mitigation Intent:* Improved natural views from the shoreline

*Standards:* All lighting within 75’ required to comply with a down-lighting standard eliminating the spillover of light to the water or neighboring properties.

*References:*
[ sensible shoreland lighting ]
1. Stormwater Plan—4 points

An engineered system designed to absorb the accumulated water from a rainfall event.

Mitigation Intent: Improve/preserve water quality by offsetting the impacts of surface runoff associated with a developed shoreland property. Design should be consistent with the scale of the proposed project and conform to property constraints.

Infiltration Practices: Infiltration trenches, infiltration chambers, drywell, grass swales, etc.


Note: A minimum of 3' of soil above bedrock and/or above groundwater is required.

Example component: Grass Swale

Typical elements:

Grass surface
Stone subsurface similar to infiltration trench
In situ soils suitable for infiltration
Design overflow to minimize impacts to lakes and streams
Maintain safe separation from groundwater and bedrock

Image: WDNR
Example component: Rain Garden

A shallow depression planted with suitable native vegetation designed to absorb stormwater.

Mitigation Intent: Improve/preserve water quality by offsetting the impacts of surface runoff associated with a developed shoreland property. Design should be consistent with the scale of the proposed project and conform to property constraints.

Figure: Cornell University

Reference:
Rain Gardens A how-to for homeowners—WDNR
Example component: Rain-Gutter System

A method for collection and diversion of gutters and downspouts to lessen the impacts of the concentrated flow generated by a rain storm event.

Mitigation intent: protection of water resources from suspended pollutants through the reduction of the concentrated flow of stormwater collected by rain gutters and released to the ground surface.

Rain barrels can be utilized as part of this remedy, but must be used in conjunction with other diversion or collection practices such as rain gardens, infiltration systems, filter-strips, etc.

Image: Low-Impact Development Center
Mitigation strategy proposed by the applicant and agreed upon by the Planning Land Use Services Department.

Standards: Applicant must demonstrate a connection between the proposed mitigation and the intent/purpose of the Door County Shoreland Zoning Ordinance and the Door County Mitigation Handbook. For example, an applicant could provide engineering information showing that the proposal could accomplish the same outcome as one of the mitigation strategies outlined. Points would be awarded in line with the comparable mitigation points.
DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2022-2026

Department: Land Use Services
Project Name: Rural Addressing Signage Replacement
Submitted By: Mariah Goode
Date: 4/19/2021

Priority: Urgent/Necessary/Growth-Related (circle one)

Description (summarized--detailed project plan, location, and justification to be attached):
Replace existing rural addressing signs with new two-sided signs for the entire County. The existing green, one-sided address and summary signs placed parallel to the road will be replaced with two-sided blue signs placed perpendicular to the road.

Location (summarized--detailed project plan, location, and justification to be attached):
The project would replace all individual property address and summary rural address signs in all 14 towns. Research would be done to see if the work can be done in one season or if it would need to be divided over two seasons.

Justification (summarized--detailed project plan, location, and justification to be attached):
Late 2019/early 2020 request from three towns in Southern Door and various emergency service entities.

Expenditures (in thousands)
Provide $ amounts for all years if applicable.

<table>
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<tr>
<th>Expenditure</th>
<th>Budget 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
<th>Proposed 2025</th>
<th>Proposed 2026</th>
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<td>Equipment Purchase</td>
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<td><strong>900,000</strong></td>
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(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands)
Provide $ amounts for all years if applicable.

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<th>Funding Source</th>
<th>Budget 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
<th>Proposed 2025</th>
<th>Proposed 2026</th>
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</table>
GOODE, MARIAH

From: GOODE, MARIAH
Sent: Thursday, May 14, 2020 10:02 AM
To: PABICH, KEN; WIPPERFURTH, STEPHEN
Subject: CIP address sign replacement item
Attachments: CIP Request Form LUSD 2021.xls; CIP Request Form LanduseServices 2021.xlsx; rough estimate for cost of county-wide address sign replacement project; 2020-05-07 RPC MINUTES.docx

Hi, Ken and Steve –

Attached are two CIP worksheet options for the address sign replacement item. The first is what I prepared for RPC to consider last week, but then never cleaned up/completed due to their motion/vote (see the fourth attachment, page 8). The second is what Ken prepared and e-mailed me a few days ago.

It doesn’t matter to me which version gets used, although I think Ken’s estimate is low. If using my spreadsheet, you’ll need to move the dollar amounts to the 2022 column, get rid of the question marks (“necessary” and funding source), and change the date. If using Ken’s, I’d recommend increasing the dollar amount to what I brought to RPC. Let me know if you want me to do anything in order to come up with a final spreadsheet, or if you will handle it.

Also attached is an e-mail I sent to Ken a while back with my cost estimates (third attachment), based on some initial research and figures Chris Moe had collected. It explains why I picked the figure I did for the spreadsheet that went to RPC.

Please let me know what else you want/need me to do for this. (Ken – I looked at the handouts I had given previously to RPC and Public Safety, and for the towns’ meeting in March that got cancelled, and none of them make sense as written to attach to this CIP item. If you want me to write something new, let me know.)

Thank you!

Mariah Goode, Director
Door County Land Use Services Department
Door County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235
Direct line: (920) 746-2224
Main office line: (920) 746-2323
FAX: (920) 746-2387
E-mail: mgoode@co.door.wi.us
Website: https://www.co.door.wi.gov/164/Land-Use-Services
DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2021-2025

Department: **Land Use Services**
Project Name: **County-wide Address Sign Replacement**

Submitted By: **Mariah Goode**
Date: **4/24/2020**

**Priority:** Urgent/Necessary?/Growth-Related (circle one)

**Description (summarized--detailed project plan, location, and justification to be attached):**
The existing green, one-sided address and summary signs placed parallel to the road will be replaced with two-sided blue signs placed perpendicular to the road.

**Location (summarized--detailed project plan, location, and justification to be attached):**
All individual property address and summary signs in all 14 towns.

**Justification (summarized--detailed project plan, location, and justification to be attached):**
Request from three towns in Southern Door and various emergency service entities.

<table>
<thead>
<tr>
<th>Expenditures (in thousands)</th>
<th>Budget 2021</th>
<th>Proposed 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
<th>Proposed 2025</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Construction/Remodeling/Purchase</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Road Construction/Maintenance</td>
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<tr>
<td>Equipment Purchase - Contract labor, materials, installation</td>
<td>750,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>750,000</td>
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</tbody>
</table>

(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

<table>
<thead>
<tr>
<th>Funding Source (in thousands)</th>
<th>Budget 2021</th>
<th>Proposed 2022</th>
<th>Proposed 2023</th>
<th>Proposed 2024</th>
<th>Proposed 2025</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long Term Financing (15 years to 25 years)</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<td>-</td>
</tr>
<tr>
<td>Short Term Financing (60 days)</td>
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<tr>
<td>Federal/State Aids (describe)</td>
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<tr>
<td>Tax Levy</td>
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<tr>
<td>Other (prior year carryover)</td>
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<td><strong>TOTAL</strong></td>
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(all columns are formatted--just enter the amounts with no decimals)
DOOR COUNTY
CAPITAL IMPROVEMENT PROJECT (CIP) FORM 2021-2025

Department: Land Use Services (Public Safety)  Submitted By: Mariah Goode
Project Name: Rural Addressing Signage  Date: 5/12/2020

Priority: Urgent/Necessary/Growth-Related (circle one)

Description (summarized--detailed project plan, location, and justification to be attached):
Replace existing rural addressing signs with new two-sided signs for the entire County.

Location (summarized--detailed project plan, location, and justification to be attached):
The project would replace all rural address signs in the County. Research would be done to see if the work can be done in one season or if it would need to be divided over two seasons.

Justification (summarized--detailed project plan, location, and justification to be attached):
See attached summary.

Expenditures (in thousands)

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<tr>
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<tbody>
<tr>
<td>Building Construction/Remodeling/Purchase</td>
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<td>Road Construction/Maintenance</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>-</td>
<td>675,000</td>
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(Note: The oversight committee is to recommend the funding source before moving the C.I.P. forward.)

Funding Source (in thousands)

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<td>675,000</td>
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Hi, Ken –

I talked to Chris Moe after you and Grant and I talked about this yesterday.

This is what she originally had calculated a few months ago, based on information we received from a sign manufacturing company the county has worked with previously:

- Physical signs: 18,000 @ $18.95 = $341,100
- Summary signs: 2,500 @ $42.65 = $106,625
- Installation: 20,500 @ $9.75 = $199,875
- New posts: 2,500 @ $6.86 = $17,150

That works out to a total estimated cost of $664,750.00, but I would suggest we increase that estimate to $750,000 for the CIP for 2021 so as to account for material and labor price increases and other unknowns. (An increase of 10% over the costs above, for example, would work out to $731,225.00.)

Please let me know if you have any questions, and please let me know if you need me to do anything else.

Thank you!

Mariah Goode, Director
Door County Land Use Services Department
Door County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235
Direct line: (920) 746-2224
Main office line: (920) 746-2323
FAX: (920) 746-2387
E-mail: mgoode@co.door.wi.us
Website: http://map.co.door.wi.us/planning
iv. Final submittal shall include two paper copies of all plan maps and narratives.

v. Any additional requirements as may be imposed by WI DNR.

d. Any outdoor lighting erected in conjunction with this use shall utilize fixtures whose lens, hood, or combination thereof allow no direct beams to be seen from off the property or cast skyward, and the lighting elements of which shall not be visible from adjacent properties.

e. An affidavit shall be recorded with the Deed to provide successors in interest notice of the conditional use permit and conditions and requirements.

Motion carried unanimously.

9.3 Review/consider sponsorship of zoning text amendments regarding county communication tower regulations, Chapter 14, Door County Comprehensive Zoning Ordinance.

After much discussion, there was a motion by Chomeau, seconded by Englebert, to sponsor the amendments for public hearing as drafted/presented. It was noted that the proposed amendments will likely not satisfy all interested parties, but are a good-faith first step. Motion carried (4-1, Enigl "nay").

10.0 Budget matter: Review/decide whether to recommend 2021 Capital Improvements Plan (C.I.P.) county-wide address sign replacement project (~$750,000).

Motion by Fisher, seconded by Englebert, to postpone discussion for one year the idea of replacing all of the address signs in the county, for these reasons: Given the current economic uncertainty facing the county and its residents, business owners, and towns due to COVID-19, this is not a wise use of county money, and towns will not be in a position to help offset costs. Instead, the Land Use Services Department should just work with towns and property owners to replace those signs most in need of replacement (i.e., those where the green has faded such that the white lettering is illegible).

Motion carried unanimously.

11.0 Future meeting schedule.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 21, 2020</td>
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<tr>
<td>June 4, 2020</td>
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<td>June 18, 2020</td>
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May 21: There will be no meeting or hearings.
June 4: There will be at least one hearing (Chapter 14 text amendments). It will begin at 1:00 p.m.
June 18: To be determined.

Meeting schedule as discussed noted.

12.0 Meeting per diem code.

Chair Enigl assigned code 507.

13.0 Adjourn.
c. 2021 tech outlays.

Motion by Fisher, seconded by Englebert, to approve the proposed purchases (three smart phones and three tablets) in 2020, since the major item which was budgeted for 2020 purchase (scanner) is not going to be needed. If purchase of these six items in 2020 is not possible or allowable for some reason, the 2021 budget should reflect purchase of these items. Motion carried unanimously.

d. 2021 Capital Improvements Plan.

After some discussion, there was a motion by Englebert, seconded by Fisher, to place $750,000 in the Capital Improvements Plan as a “placeholder” for address sign replacement in 2022. After further discussion, both the motion and second were revoked. Motion by Fisher, seconded by Virlee, to not put anything in the C.I.P. for this project, and to postpone discussion for one year the idea of replacing all of the address signs in the county, for the reasons noted in the May 7, 2020 motion: “Given the current economic uncertainty facing the county and its residents, business owners, and towns due to COVID-19, this is not a wise use of county money, and towns will not be in a position to help offset costs.” Motion carried unanimously.

e. FYI: 2021 non-CIP outlays: None.

Noted.

8.0 FYI/review: RPC/plan commission reference materials, which may be found on-line at this link: https://www.co.door.wi.gov/164/Land-Use-Services .

Goode reminded RPC members about the reference materials posted on the department website.

9.0 Future meeting schedule.

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 18, 2020</td>
<td>No meeting.</td>
</tr>
<tr>
<td>July 2, 2020</td>
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<tr>
<td>July 16, 2020</td>
<td>?</td>
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</tbody>
</table>

There will not be hearings or meetings June 18th or July 2nd.
There will likely be a meeting, and possibly one hearing, on July 16th, beginning at 3:00 p.m.
Meeting schedule as discussed noted.

10.0 Meeting per diem code.

Chair Enigl assigned code 604.

11.0 Adjourn.

Motion by Fisher, seconded by Virlee, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 7:11 p.m.

Reported by,

Mariah Goode
Land Use Services Director

MKG/lr