

TOWN OF LIBERTY GROVE PUBLIC MEETINGS

Plan Commission

Date: Wednesday, October 27, 2020

Time: 7:00 PM

Place: Town Hall, 11161 Old Stage Road, ****Via zoom****

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 10-13-21
5. Public input
6. Conditional Use Permit application: Marc Savard – parcel 018-02-34322812, establish a Home Business (auto repair shop) on the property.
7. Correspondence
8. Future meeting dates
9. Adjourn

Anastasia Bell, Clerk/Treasurer

****Deviation from posted order may occur****

****Audience members must ask for permission, during public input, to speak on topics they wish to address****
Members of the Liberty Grove Town Board or any other Liberty Grove Town committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town committee or board.

Town of Liberty Grove is inviting you to a scheduled Zoom meeting (teleconferencing). To join the Zoom Meeting enter the following on your computer:

<https://us02web.zoom.us/j/81928583064?pwd=MUIwR0owUGhUT3pLVFhyVjJ4UzRFQT09>

Meeting ID: 819 2858 3064

Password: 647166

To find your local number visit <https://zom.us/u/atMFqvZKe>. To join the meeting by telephone dial one of the numbers below based on your location.

(312) 626-6799 US (Chicago)

(301) 715-8592 US (Germantown)

(646) 558-8656 US (New York)

(346) 248-7799 US (Houston)

(253) 215-8782 US (Tacoma)

(669) 900-9128 US (San Jose)

Town of Liberty Grove
Minutes of the Plan Commission meeting on October 13, 2021
(This meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 8/11/21
5. Public Input
6. Variance application: Yacht Haven LLC – parcel 018-02-32322844C5, setback from OHWM
7. Correspondence
8. Future meeting dates
9. Adjourn

Chair Nancy Goss called the meeting to order at 7:01pm. Commissioners Anne Miller, Paul Bokelmann, Cathy Ward, Dan Watts, and Paul Schwengel were present along with Clerk/Treasurer Anastasia Bell and 1 member of the public via teleconference (Zoom).

Ward moved, Miller second to approve the agenda as posted. Passed 6-0.

Ward moved, Goss second to approve the 8/11/21 minutes as presented. Passed 6-0.

Public Input – Bell noted letters will be sent to STR owners tomorrow. Goss reported that the County will be working on the maps. Commissioner Bill Surbaugh connected to the meeting.

Variance Application, Parcel 018-02-32322844C5 – Russ Forkert, Yacht Haven LLC, indicated the purpose will be to launch and retrieve customer boats from dry stack storage since this has been occurring in Sister Bay 150 times per week. Since 2003, County Zoning hasn't address structures within the Ordinary High Water Mark (OHWM) which is the reason for a variance. Based on question from Commissioners, Forkert confirmed that the current parking area will be used to access the ramp and staff will be launching the boats, not the public. Goss noted that the unique property limitation lies in the fact that the County does not recognize structures within the OHWM, the DNR has indicated that this ramp would pose no public harm, and the ramp will ultimately decrease the traffic burden. **Goss moved, Miller second** to recommend variance approval for parcel 018-02-32322844C5 to vary the setback from the OHWM for the purpose of installing a launch ramp for Yacht Haven, LLC. Passed 7-0.

Correspondence – Savard CUP scheduled for the next Plan Commission meeting.

The next meeting will be 10/27/2021 at 7:00pm via Zoom.

Miller moved, Bokelmann second to adjourn at 7:32pm. Passed 7-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

Oct 21, 2021

Town of Liberty Grove Plan Commission
C/O Anastasia Bell
11161 Old Stage Road
Sister Bay, Wi. 54234

Door County Resource Planning Committee
Door County Land Use Services Department
C/O Richard Brauer
421 Nebraska Street
Sturgeon Bay, Wi. 54235

Subject: Conditional Use Permit Application for Tax Parcel #018-02-34322812

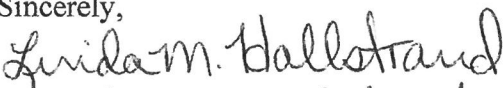
Dear Members of the Liberty Grove Plan Commission and Door County Planning Resource Committee,

Thank you for this opportunity to comment on the (Savard) proposed conditional use permit (CUP) for an auto repair shop at 1693 Wildwood Road. We are adjacent property owners directly to the south of the subject property. First, we take exception to Mr. Savard's answer to question #1 on the Application for Conditional Use Permit - Addendum. By simply looking at an aerial view, anyone, can see that our home is much less than "half a mile away". I would guess the distance between the proposed auto repair shop and our home to be one quarter mile or less. So, noise, light, odors and well contamination from runoff is of concern to us. We are also not wholly convinced that this could not negatively affect our property value.

We've read Ann & Jim Tockstein's letter of concern addressed to both of these governing bodies and agree with their concerns and comments. We urge you to give all these comments and concerns serious consideration before granting this conditional use permit.

Thank you for the opportunity to review and comment on this CUP application.

Sincerely,




Linda and Richard Hallstrand



County of Door
LAND USE SERVICES DEPARTMENT: ZONING

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

Sue Vanden Langenberg, Zoning Administrator

Direct line: (920) 746-2221

Main office line: (920) 746-2323

FAX: (920) 746-2387

E-mail: svanden@co.door.wi.us

Website: <https://www.co.door.wi.gov/164/Land-Use-Services>

October 5, 2021

Town of Liberty Grove
C/O Anastasia Bell
Sent via e-mail

Re: Conditional Use Permit Application: Tax Parcel # 018-02-34322812: 1693 Wildwood Road

Greetings:

We are sending you this letter to notify the town that there will be a hearing regarding a request for a conditional use permit regarding a property in Liberty Grove at an upcoming Door County Resource Planning Committee meeting. The scheduling process for the hearing will begin on November 1, 2021, unless we hear from the town before that date. The hearing will be held no sooner than three weeks after the scheduling process is begun.

Enclosed is a "Town Recommendation Worksheet" which we ask you complete and send back to the Door County Land Use Services Department. (We have also included the decision-making worksheet the Resource Planning Committee uses. This is for your reference only; we do not want or expect you to fill this out.) As a reminder, comments may be submitted to the Land Use Services Department up until noon the day before the public hearing, and/or the town may offer verbal testimony at the hearing.

Marc Savard submitted a new request for a conditional use permit to establish a Home Business (auto repair shop) within an existing 30' x 30' building and build a new 8' x 10' building to contain a bathroom and office. The property is located at 1693 Wildwood Rd. and is zoned Heartland-10.

The applicant has the responsibility to contact the Town of Liberty Grove (Anastasia Bell, Clerk: 920-854-2934) to determine if/when the town may be meeting to discuss this matter.

Sincerely,

Sue Vanden Langenberg
Zoning Administrator

Enc.: Conditional use permit application packet & town recommendation worksheet

CC: Marc Savard, via e-mail (w/enclosure)
Property owners within 300 feet of the project (w/out enclosure).

**Door County Planning Department
Request for Town Recommendation**

Marc Savard requests a conditional use permit to establish a Home Business (auto repair shop) within an existing 30' x 30' building and build a new 8' x 10' building to contain a bathroom and office. The property is located at 1693 Wildwood Rd. and is zoned Heartland-10.

The (circle one) Town Board / Planning Committee of the Town of _____ held a legally noticed and posted meeting on _____, at which, by a vote of ____ (Yea) to ____ (Nay), the town recommended (check one) ____ **SUPPORT** ____ **DENIAL** for conditional use permit

Reason(s) for the town's decision:

Is the proposal consistent with the Town Comprehensive Plan?

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

Town Clerk Signature

Date

See attached for conditional use permit criteria

CONDITIONAL USE PERMIT WORKSHEET

Applicant _____

Project _____

The Door County Resource Planning Committee (RPC) decision to approve, approve with conditions, or deny a Conditional Use Permit (CUP) must be supported by substantial evidence. A CUP applicant has the burden of proof. S/he must demonstrate, by substantial evidence, that the application and all requirements and conditions established in the ordinance and by the RPC relating to the conditional use are or shall be satisfied. If an applicant meets their burden of proof, then the RPC must grant the CUP.

If an applicant fails to meet their burden of proof, the CUP will be denied. The CUP may also be denied if substantial evidence exists to support the opposite conclusion, i.e., that the conditions and requirements the applicant must meet to obtain the conditional use permit are not or will not be satisfied.

Substantial evidence: 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.

Standard	Has the applicant met their burden of proof? (Yes / No / N/A)	Has convincing opposing substantial evidence been provided? (Yes / No / N/A)	Are there conditions which should or can be attached, whether to: a) insure ordinance compliance, b) address the lack of substantial evidence, and/or c) address convincing and substantial opposing evidence?
1) Whether the proposed project will adversely affect property values in the area.			
2) Whether the proposed use is similar to other 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.			
4) Provision of an approved sanitary waste disposal system.			
5) Provision for a potable water supply.			
6) Provisions for solid waste disposal.			
7) Whether the proposed use creates noise, odor, or dust.			

8) Provision of safe vehicular and pedestrian access.			
9) Whether the proposed project adversely impacts neighborhood traffic flow and congestion.			
10) Adequacy of emergency services and their ability to service the site.			
11) Provision for proper surface water drainage.			
12) Whether proposed buildings contribute to visual harmony with existing buildings in the neighborhood, particularly as related to scale and design.			
13) Whether the proposed project creates excessive exterior lighting glare or spillover onto neighboring properties.			
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.			
15) Whether, and in what amount and form, financial assurance is necessary to meet the objectives of this ordinance.			
16) Whether, and to what extent, site-specific conditions should be imposed to mitigate potentially problematic impacts of the use.			<i>For example: Access restrictions? Parking? Hours of operation? Hours open to public? Screening? Increased setbacks? Restrictions on signs?</i>
17) The impact of the proposed project on public health, public safety, or the general welfare of the County.			<i>For example: Compliance with local, state, and federal codes, laws, orders, ordinances, and rules?</i>
Other topics? (The RPC may consider topics in addition to the above.)			

The Resource Planning Committee shall establish a completion date for the proposed project: _____

The Resource Planning Committee may impose conditions regarding the permit's duration, transfer, or renewal.

Return to Door County Land Use Services Department, 421 Nebraska St., Sturgeon Bay, WI, 54235. FAX: (920)746-2387.

RECEIVED

DOOR COUNTY LAND USE SERVICES
421 Nebraska Street - Door County Government Center
Sturgeon Bay, Wisconsin 54235
Phone: (920) 746-2323 - FAX: (920) 746-2387

SEP 21 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT
APPLICATION FOR CONDITIONAL USE PERMIT

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 Marc Savand
No. 1693 Street Wildwood
City Sister Bay State WI Zip 54234
Phone # 920 421 0767
Cell Phone # _____
Email: MarcSavand1776@gmail.com

2. BUILDING SITE LOCATION

Fire # 1693 Road Wildwood Rd.
Town of Liberty Grove
Local Phone # 920-421-0767

3. BUILDER NAME AND MAILING ADDRESS

Name self
No. _____ Street _____
City _____ State _____ Zip _____
Phone # _____ - _____ - _____
Cell Phone # _____ - _____ - _____
Email: _____

4. SURVEYOR/ENGINEER CONTACT INFORMATION

(If applicable)

Name _____
No. _____ Street _____
City _____ State _____ Zip _____
Phone # _____ - _____ - _____
Cell Phone # _____ - _____ - _____
Email: _____

5. PROPERTY IDENTIFICATION

Parcel No. 018 023 4322812

6. PROPOSED USE OF LAND OR STRUCTURE

Home Business
Auto Repair

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 Waived Date Per R.P.C.

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

Marc Savand
Date 9-20-21



**County of Door
LAND USE SERVICES**

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

Phone: (920) 746-2323

FAX: (920) 746-2387

Website: www.co.door.wi.gov/164/Land-Use-Services

SIGNATURE OF PROPERTY OWNER

This Declaration is incorporated into and made part of the associated Door County application.

By signing and submitting this form, I also 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 application.

Property Owner(s) Name(s):

Marc + Amy Savand

Signature: Marc W Savand Date: 9-20-21

Signature: Amy Savand Date: 9-20-21

Parcel Number (of Project): 018 - 023.4322812

Fire Number & Street Address (of Project): 1693 Wildwood Road

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LAND USE SERVICES DEPARTMENT

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APPLICATION FOR CONDITIONAL USE PERMIT - ADDENDUM SEP 21 2021

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.

Activity is in a very rural area. Nearest neighbor is half mile away. Building is existing and auto repairs will be inside and quiet.

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

Rural area with no impact on others and there are no auto repair facilities nearby

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

We are looking to fill a need in the community for an auto repair facility.

- 4) Provision of an approved sanitary waste disposal system.

☐ Public Sewer



Private Onsite Wastewater Treatment System (POWTS)

Check One



Existing



New

Check One



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



Existing



New

Check One



Private Well



Shared Well

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SEP 21 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

6) Provisions for solid waste disposal.

- ☒ Commercial hauler
☐ Private delivery to collection site
☐ Other _____

7) Whether the proposed use creates noise, odor, or dust.

Noise: No noise will travel off the 20 acre parcel
Odor: No odor will be created,
Dust: No dust will leave the property.

8) Provision of safe vehicular and pedestrian access.

Vehicular Access

- ☒ Existing Driveway(s) to Wildwood
(Road Name)
☐ New Driveway(s) to _____
(Road Name)

Pedestrian Access

- ☐ Sidewalks
☐ Path or Trail
☒ No Pedestrian Traffic

9) Whether the proposed project adversely impacts neighborhood traffic flow and congestion.

Existing traffic: _____ High Levels _____ Medium Levels ☒ Low Levels

a country road with minimal use. We will not add more than a handful of cars, at most, per day.

CONDITIONAL USE PERMIT ADDENDUM – PAGE 3

10) Adequacy of emergency services and their ability to service the site. PLEASE SEE SEPARATE PAGE.

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11) Provision for proper surface water drainage.

SEP 21 2021

☒ Natural Infiltration (explain below)

☐ Some Grading of the Site (explain below)

☐ Engineered Stormwater and/or Erosion Control Plan (attach)

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

flat ground all around
surface water is just from rainfall

12) Whether proposed buildings contribute to visual harmony with existing buildings in the neighborhood, particularly as related to scale and design.

building is behind a much larger existing
barn and is well off the road.

13) Whether the proposed project creates excessive exterior lighting glare or spillover onto neighboring properties.

no exterior lighting except at entrance
door to building.

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)

Topography:

☒

No Change

☐

Some Change

☐

Major Change (provide Grading Plan)

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CONDITIONAL USE PERMIT ADDENDUM - PAGE 4

SEP 21 2021

15) Whether, and in what amount and form, financial assurance is necessary to meet the objectives of this ordinance.

Building is paid for.
No loans are needed to start business.

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

None

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

This is a much needed service for folks in Northern Door.

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

By what month and year will the project be completed? It is ready now, and just needs state commercial approval.

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.

I am starting this business and will employ my son and because it is a good market for this needed service. It will be conducted by me and I will be the owner/operator.

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.

APPLICATION FOR CONDITIONAL USE PERMIT – ADDENDUM PAGE 5
Question 10, Emergency Services

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: lriemer@co.door.wi.us.

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

As Fire Chief of the Sister Bay & Liberty Grove 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]
(Signature)

_____, Fire Chief

9-22-2021
(Date)



DOOR
COUNTY
WISCONSIN

(<http://www.co.door.wi.gov/>)

Search powered by
GCS

(<http://www.gcssoftware.com>)

Door County Web Portal

Directory of Municipal Officials (https://www.co.door.wi.gov/635/9930/Treasurer-and-Assessor-Contact-Info#liveEditTab_versionsList)

WI DOR

(<https://propertyinfo.revenue.wi.gov/wisconsinprod/search/advancedsearch.aspx?mode=advanced>)

Tax Year	Prop Type	Parcel Number	Municipality	Property Address	Billing Address
2021 ▼	Real Estate	0180234322812	018 - TOWN OF LIBERTY GROVE	1693 WILDWOOD RD	MARC W SAVARD AMY C SAVARD 1693 WILDWOOD RD SISTER BAY WI 54234

Tax Year Legend:

⬅️\$ = owes prior year taxes

☒ = not assessed

Ⓢ = not taxed

Delinquent

Current

Property Summary

Parcel #:	0180234322812
Alt. Parcel #:	15 018 4 32 28 34 1 02 000
Parcel Status:	Current Description
Creation Date:	1/1/2018
Historical Date:	
Acres:	19.880

Property Addresses

Primary ▲ Address

1693 WILDWOOD RD 54234

1677 WILDWOOD RD

Owners

Name	Status	Ownership Type	Interest
SAVARD, MARC W	CURRENT OWNER		
SAVARD, AMY C	CURRENT CO-OWNER		
KUBAL TRUSTEE, FRED J.,	FORMER OWNER		

Parent Parcels

No Parent Parcels were found

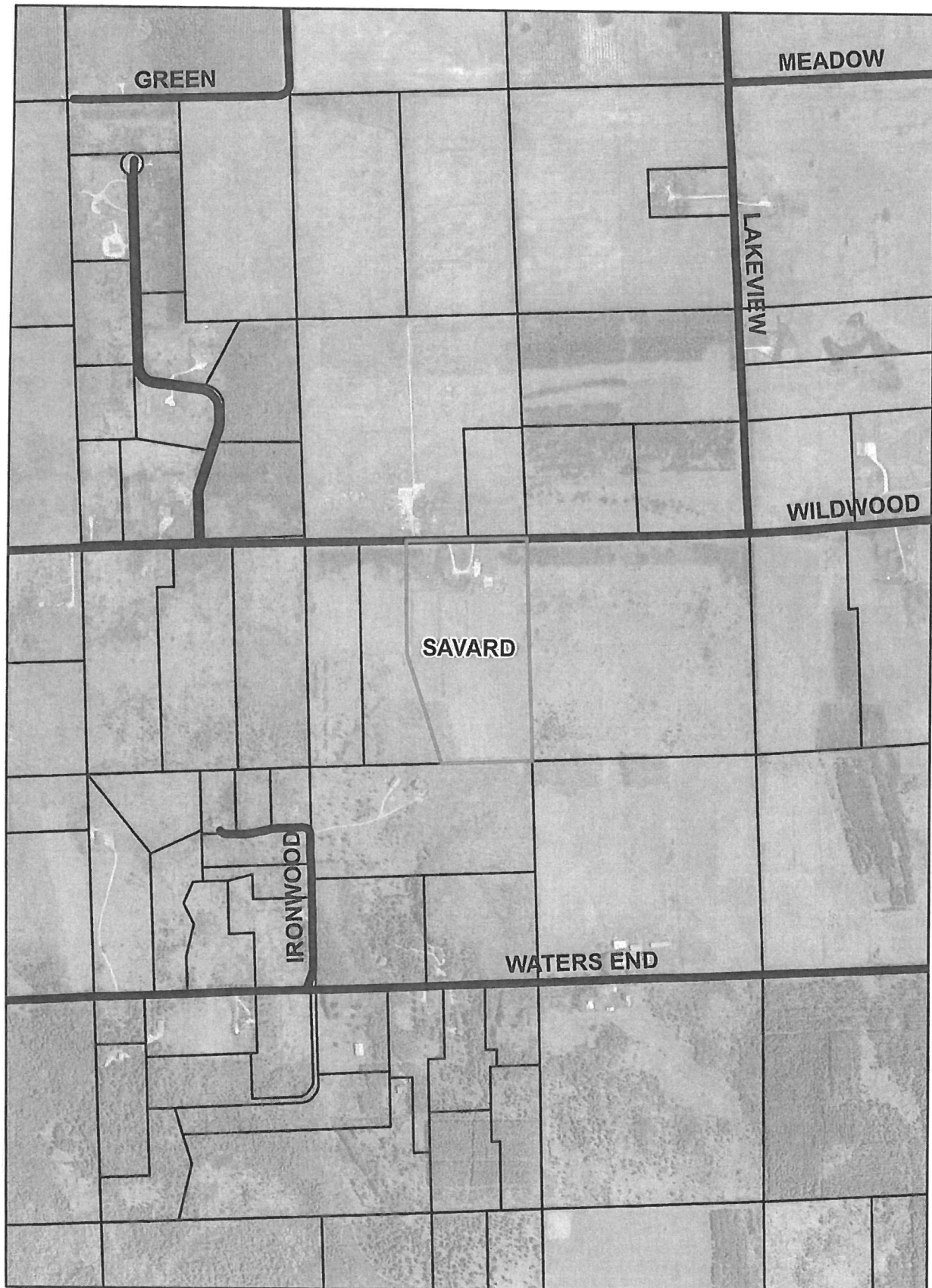
Child Parcels

Aerial Map (neighborhood)

Conditional Use Permit

Savard: 018-02-34322812

Proposed Use: Home Business (auto repair shop)

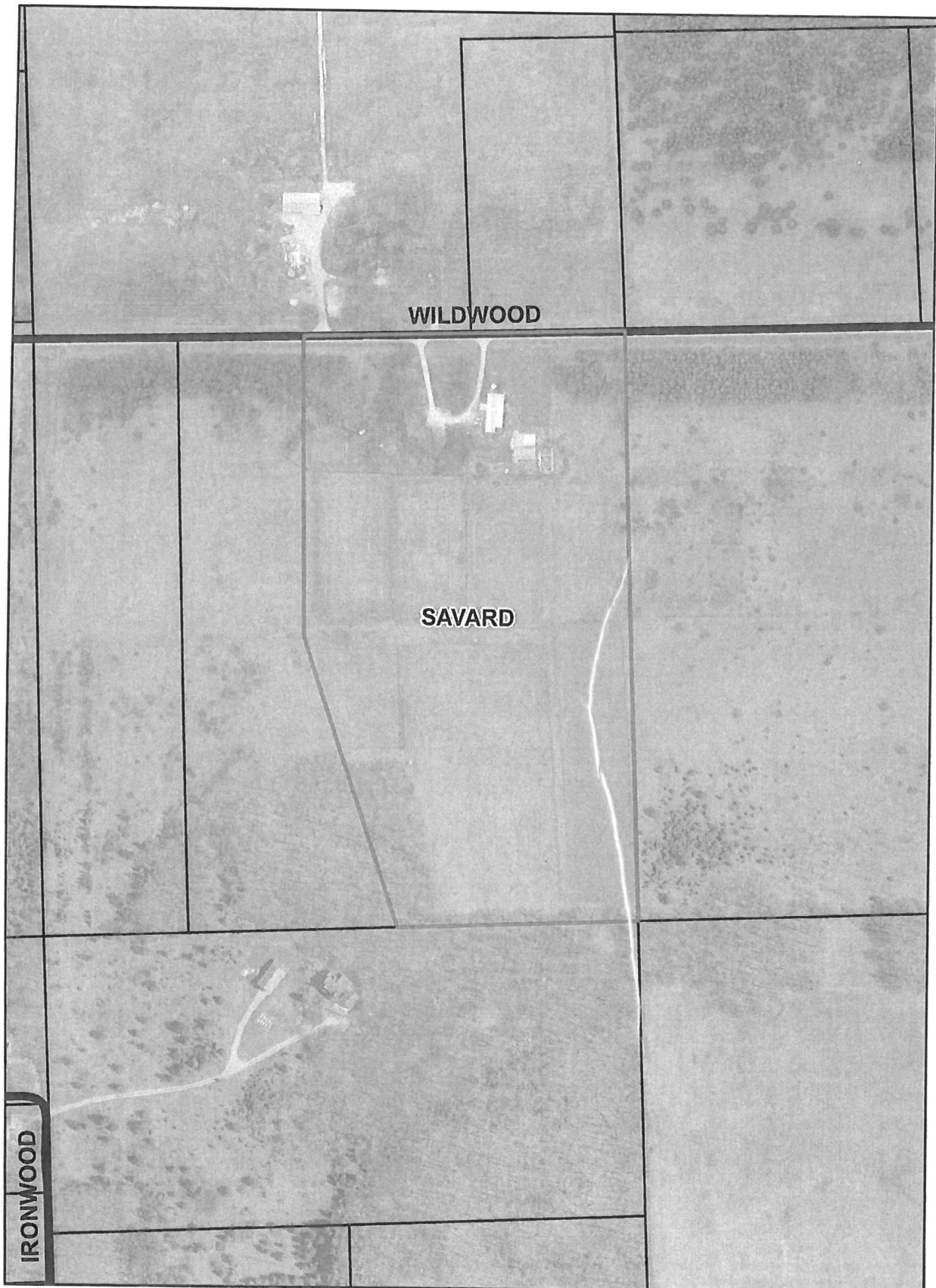


Aerial Map (close-up)

Conditional Use Permit

Savard: 018-02-34322812

Proposed Use: Home Business (auto repair shop)

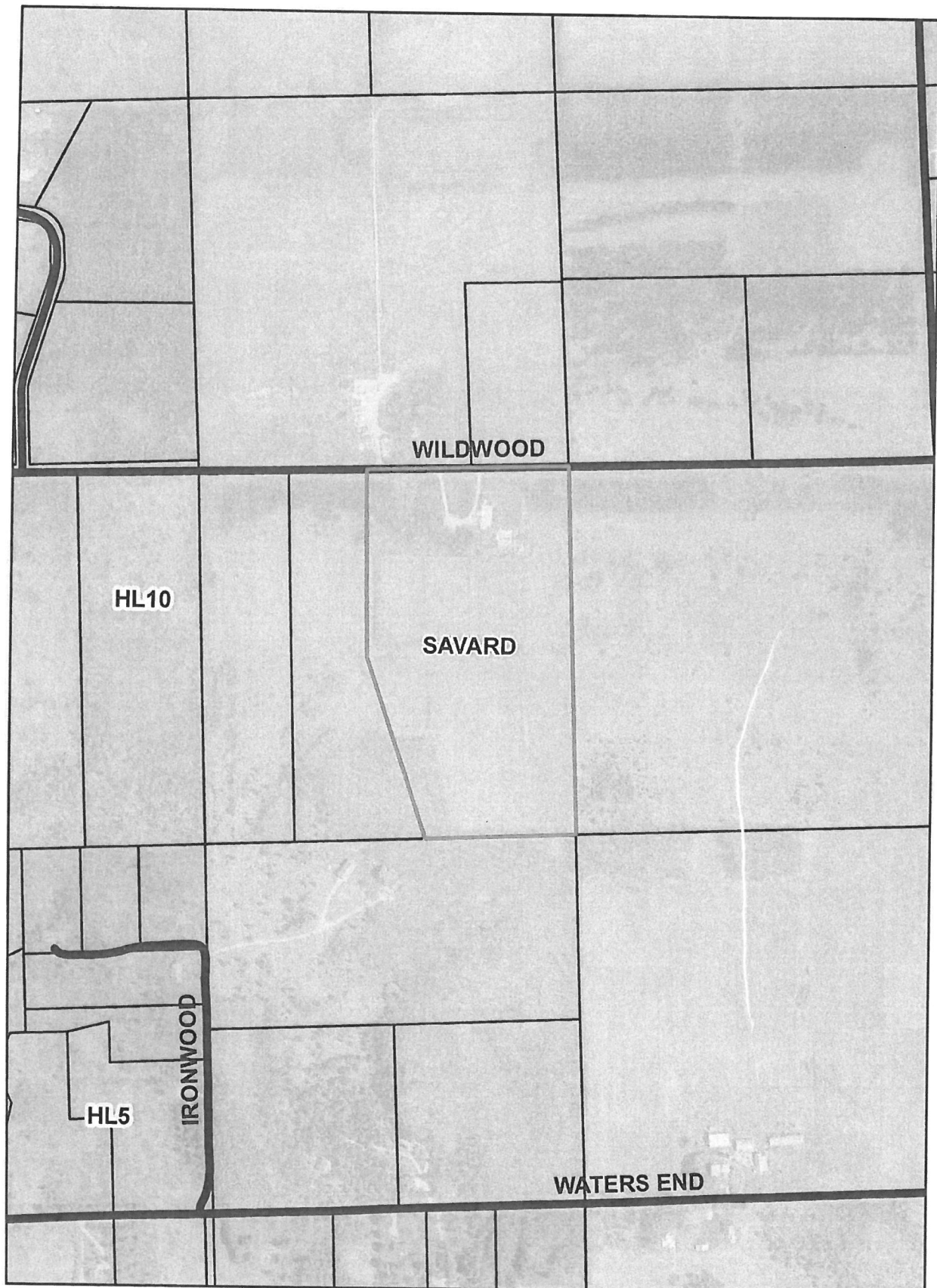


Zoning Map

Conditional Use Permit

Savard: 018-02-34322812

Proposed Use: Home Business (auto repair shop)



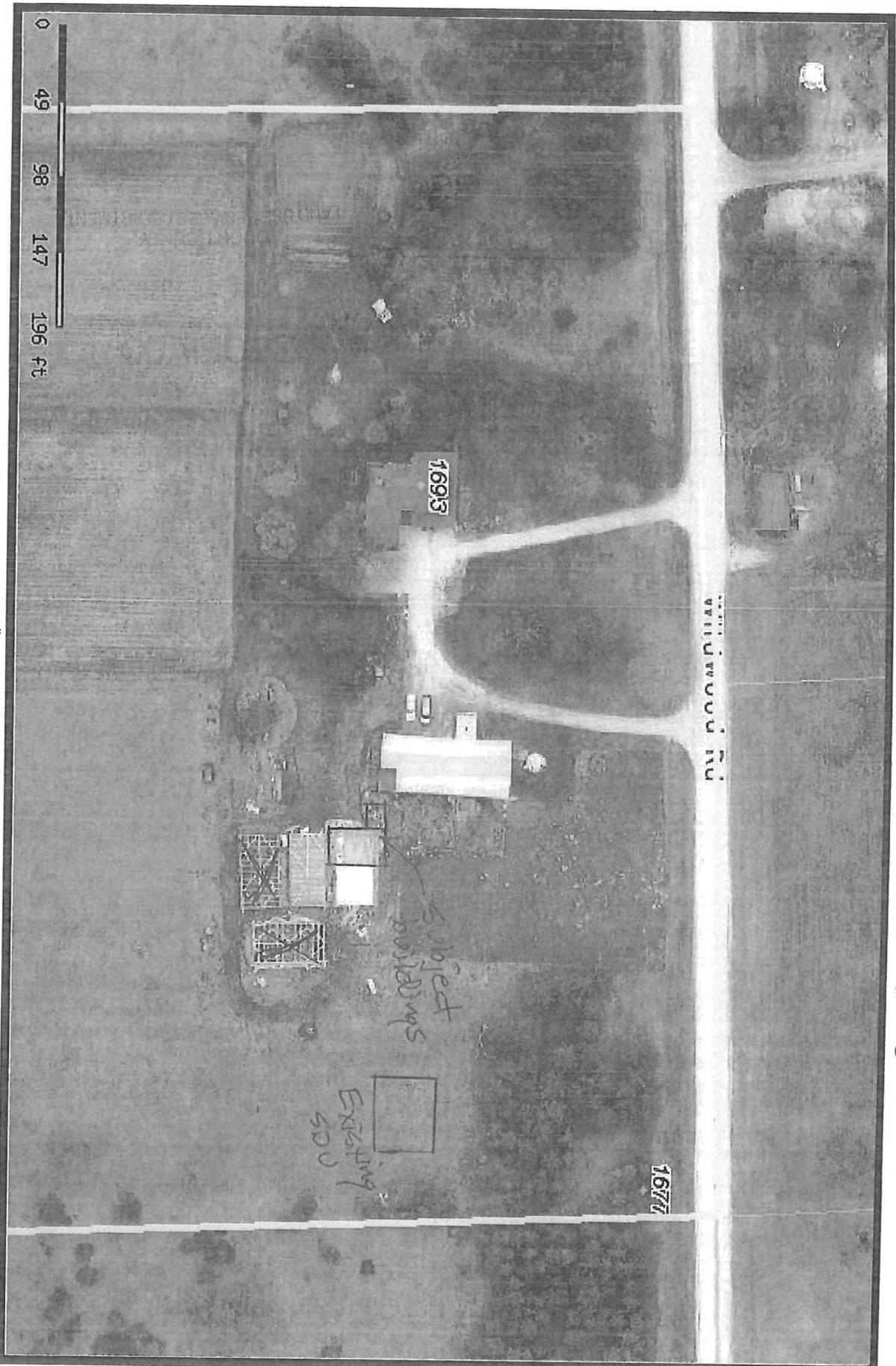
Map

Printed 06/16/2021 courtesy of Door County Land Information Office

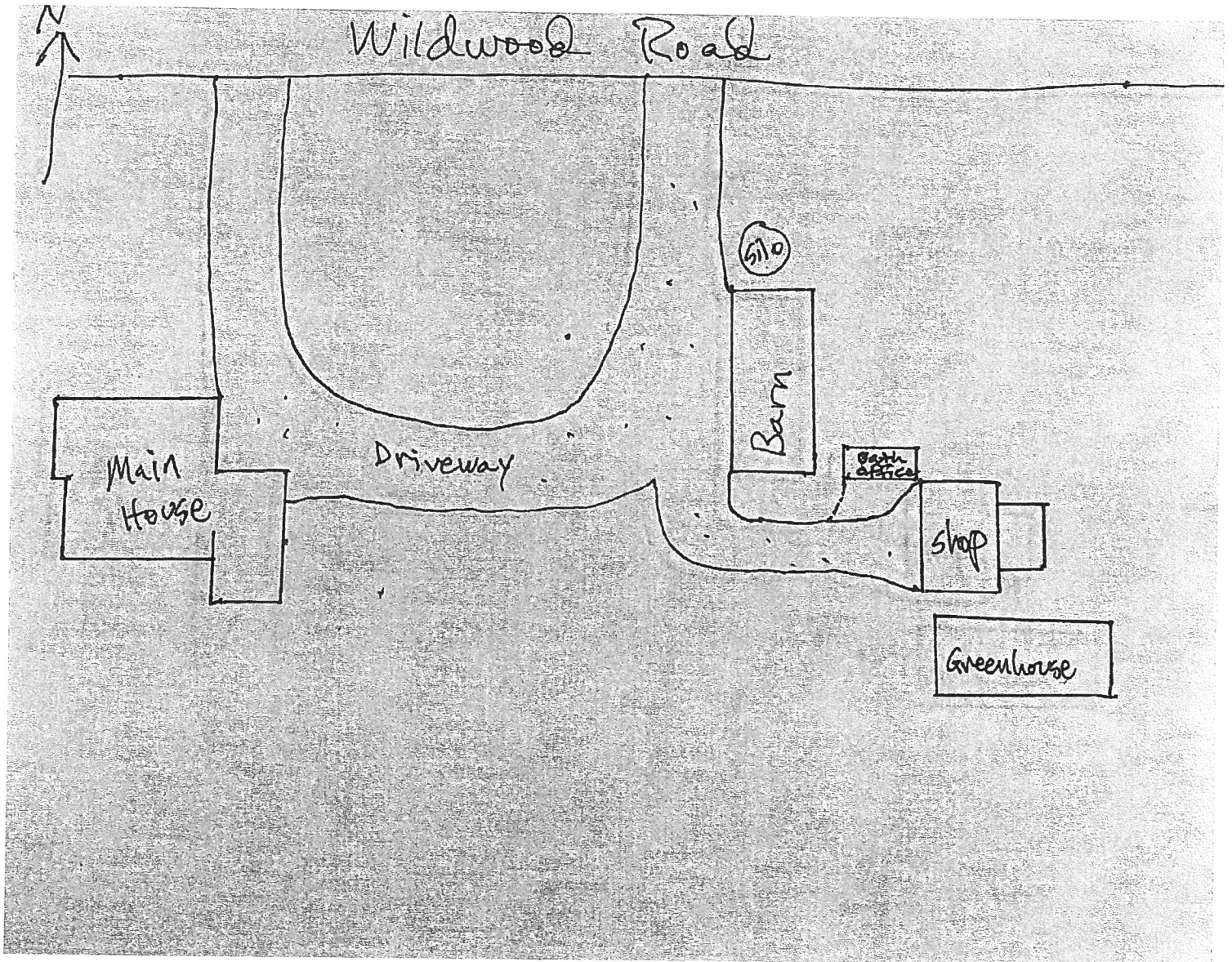
... from the Web Map of ...
([//www.co.door.wi.gov](http://www.co.door.wi.gov))

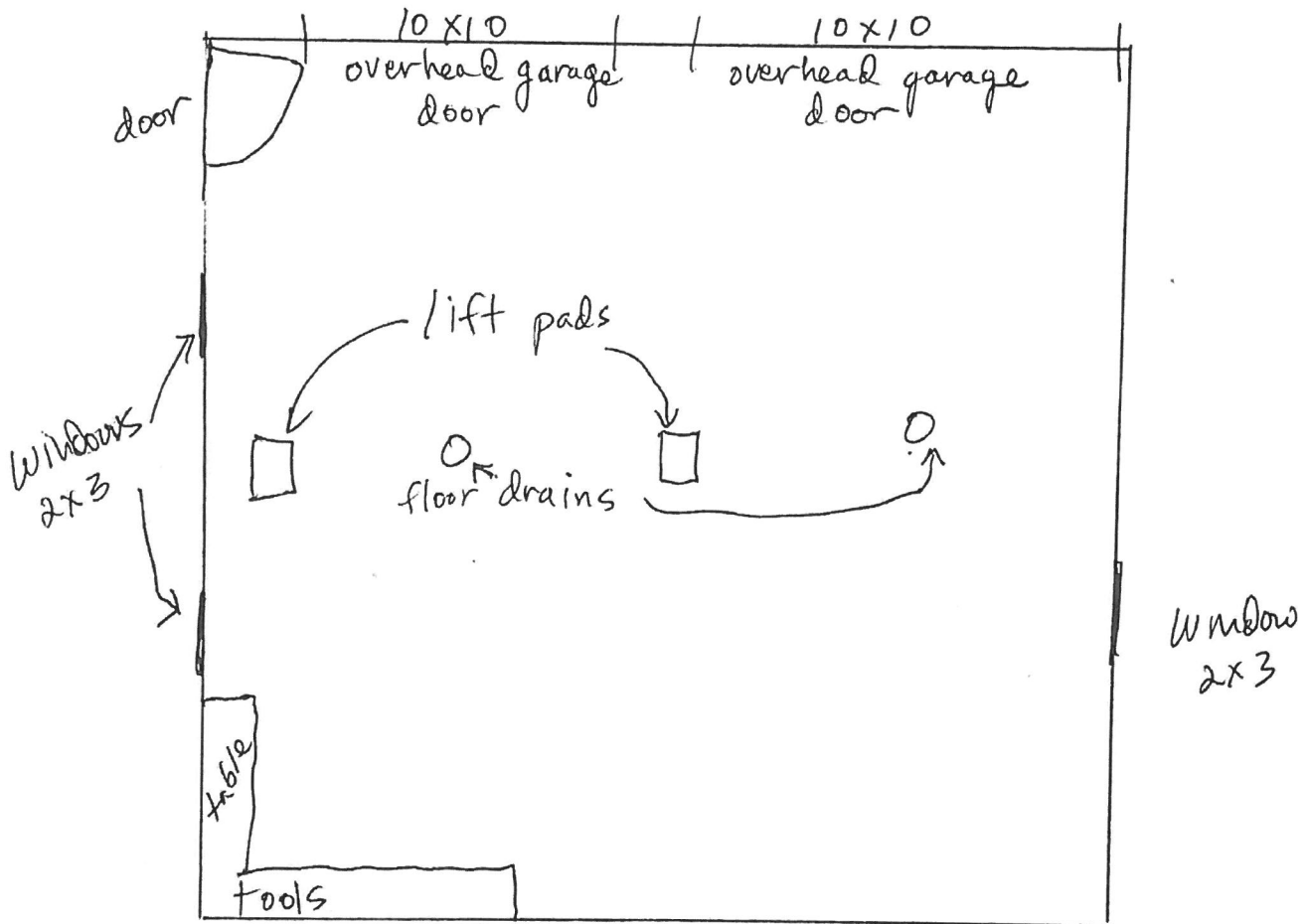


Door County, Wisconsin
... for all seasons!



Door County can not and does not make any representation regarding the accuracy or completeness, nor the error-free nature, of information depicted on this map. The information is provided to users "as is". The user of this information assumes any and all risks associated with the information. Door County makes no warranty, or representation, either express or implied, as to the accuracy, completeness, or fitness for a particular purpose of this information. The Web Map is only a compilation of information and is NOT to be considered a legally recorded map or a legal land survey to be relied upon.



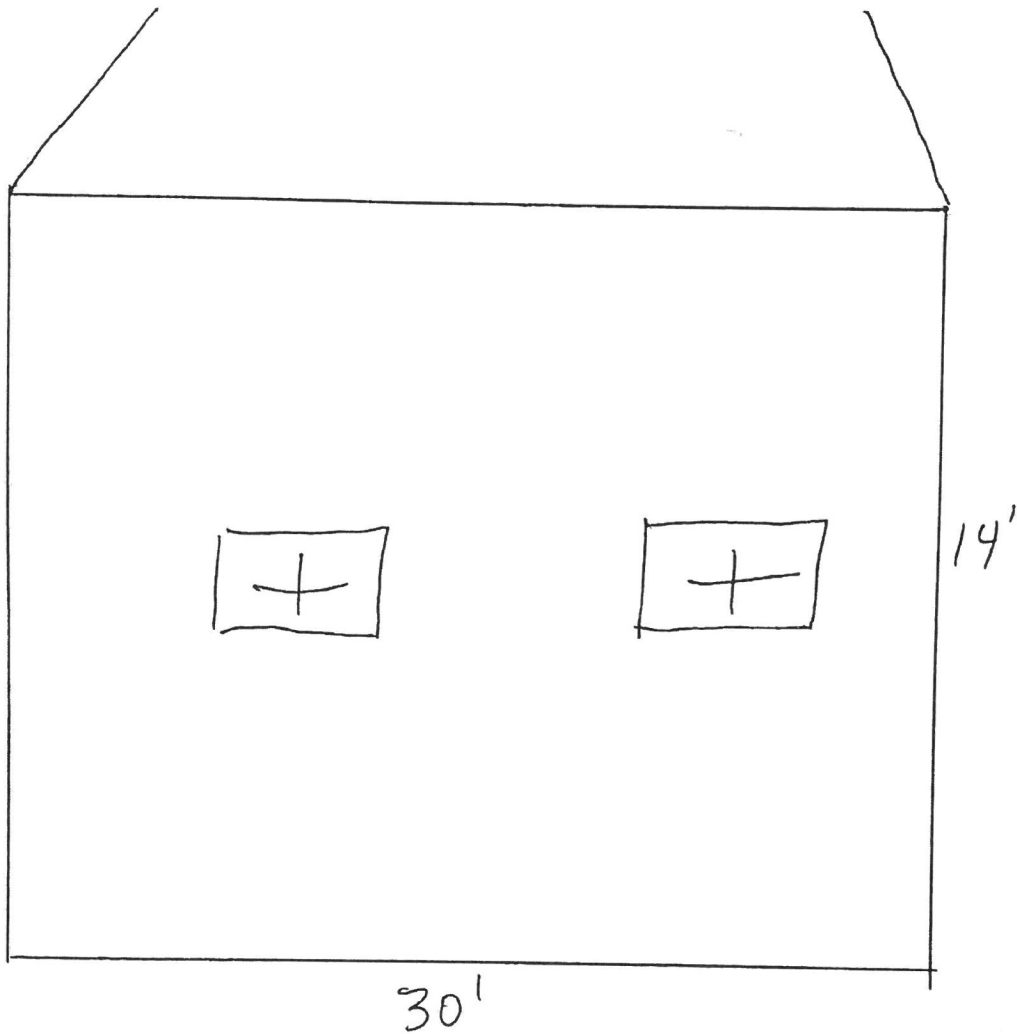


floor plan 30'x30' Building

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SEP 21 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

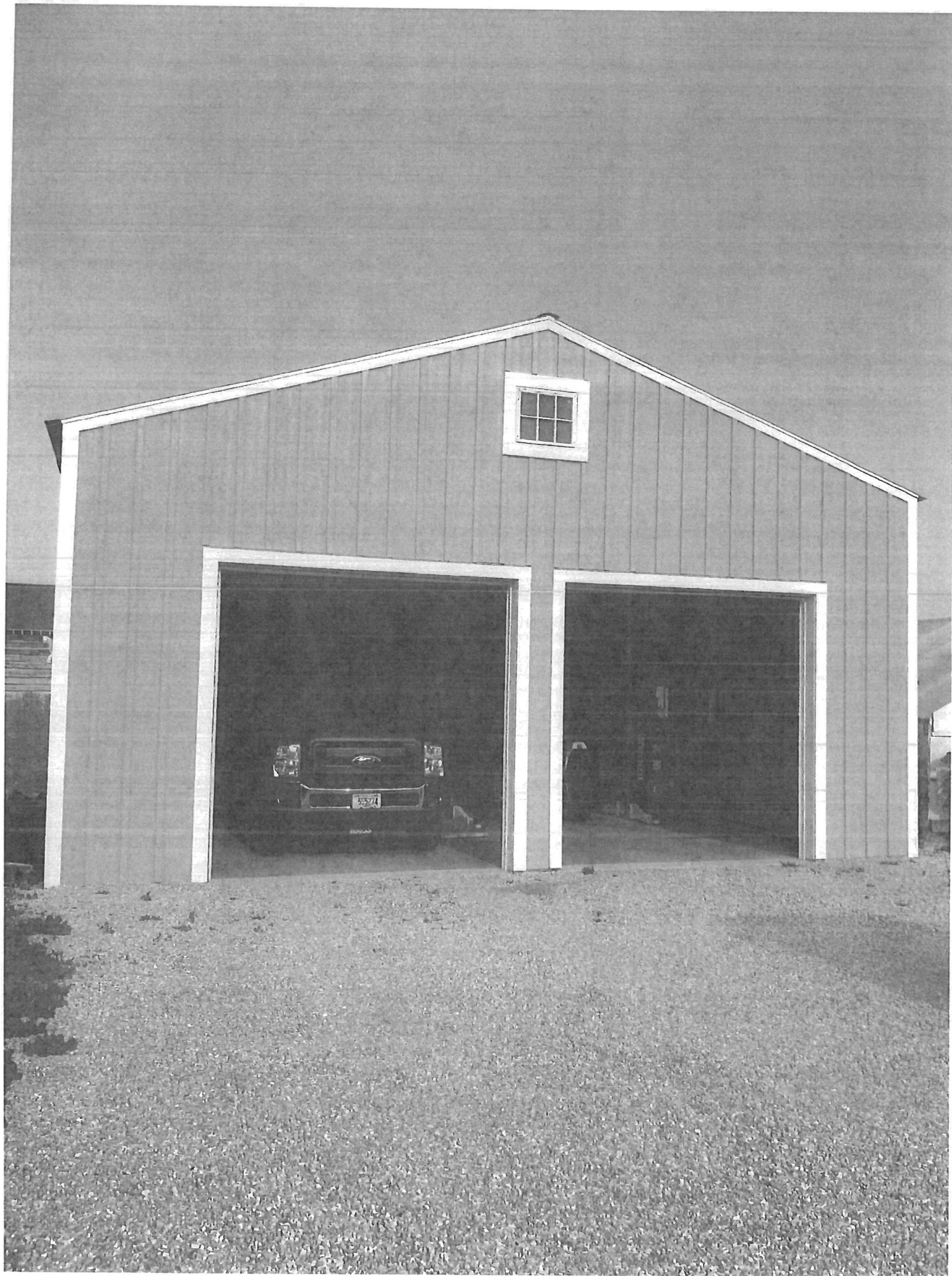


South and north elevation

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SEP 21 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT



August 23, 2021

Members of the Committee,

It is apparent that I did a poor job of communication at the most recent meeting where my application for a conditional use permit was addressed.

Let me be as clear as I can. I own the business. The business will be repairing cars.

Me and my son Amedee built the building ourselves last year, fully intending it to be an auto repair facility in the near future. It is fully permitted as a detached accessory building at the present time. It is paid for and ready to be put into service.

Some background may be helpful in assessing the situation.

My son has been working for me since he was ten years old at the various businesses I operate. We have a family farm that has raised vegetables, chickens, beef cattle, and hogs over the years. We plant christmas trees for a future cut your own business. And our main business is as a residential painting contractor where Amedee is currently a full time employee of mine.

This endeavor is another business venture I am engaging in whereby we will work together just as we always have and I will employ him to repair the cars while I do the marketing, customer service, and chasing for the cars. Me, my wife and my family are all used to working together as a team, so if I sounded vague about the ownership arrangement it is because it has always been a team effort with me being the owner of each attempt at finding a way to make a living in the challenging environment of northern Door County.

I respectfully request you grant me an expedited path to re-apply for a CUP so I may come before you and better explain my situation.

Marc Savard

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AUG 24 2021

DOOR COUNTY
LAND USE SERVICES DEPARTMENT

**MINUTES OF MEETING
DOOR COUNTY RESOURCE PLANNING COMMITTEE**

September 2, 2021

1.0 Open business meeting.

Chair Enigl called a regular business meeting of the Resource Planning Committee to order at 3:03 p.m. in the Door County Government Center Chambers Room (C102, 1st floor), 421 Nebraska Street, Sturgeon Bay, Wisconsin.

Present:	<u>RPC Members</u>	<u>Staff</u>	<u>Others</u>
	David Enigl	Mariah Goode	Marc Savard (via Zoom)
	Ken Fisher	Becky Kerwin	
	Richard Virlee		
	Roy Englebert		
	Vinni Chomeau		

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 Fisher, seconded by Chomeau, to adopt the agenda as presented. Motion carried unanimously.

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 August 19, 2021 meeting.

Motion by Fisher, seconded by Englebert, to approve the minutes as presented. Motion carried unanimously.

6.0 Consider request from Marc Savard for permission to resubmit a new conditional use permit application for an auto repair home business at 1693 Wildwood Road, Liberty Grove.

Motion by Fisher, seconded by Chomeau, that, given the virtual meeting connection issues at the original hearing, as well as the additional business ownership clarifying information which appeared to be forthcoming, Marc Savard be allowed per DCCZO s. 11.04(11) to file a new conditional use permit application without waiting the required six months and without paying an additional fee. Motion carried (4-1; Enigl "nay").

7.0 Review/discuss/consider sponsorship for public hearing: Potential Door County Comprehensive Zoning Ordinance text amendments, primarily related to housing.



County of Door Land Use Services Department: Planning

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

DRAFT STAFF REPORT Conditional Use Permit Application

Applicant Information

- **Name & property address:** Marc Savard, 1693 Wildwood Road
- **Parcel identification number:** 018-02-34322812
- **Zoning district:** Heartland-10 (HL-10)
- **Petition request, including sections of zoning ordinance requiring permit:**
Marc Savard has applied for a Conditional Use Permit to establish a Home Business (auto repair shop) in an existing 30' x 30' building on the property. He is also proposing a second 8' x 10' building that will be used as a bathroom and office.

Sections 2.05(3)(a), 4.04(10), 4.04(5) and 11.04.

Background/History

A conditional use permit application was submitted earlier this year for the same project, but was denied. This is a resubmittal of the same request with some additional information.

There is currently a residence, two outbuildings, a greenhouse and a secondary dwelling unit on the lot. The home business will be established in the smaller outbuilding located further from Wildwood Court. The existing parking lot on the property will accommodate approximately 10 vehicles.

Description of Subject Property and Surrounding Area

Subject Property:

- **Lot area, width, and depth:** 19.88 acres, ~720 feet wide, ~1,320 feet deep
- **Frontage - water, road:** no water frontage, ~720 feet along Wildwood Road
- **Traffic patterns/road usage:** lightly travelled
- **Water and sanitation:** Private water and sanitation

• **Surrounding Area:** This parcel is surrounded by Heartland-10 with some Heartland-5 to the south/southwest. See the attached zoning and aerial photo maps.

Zoning Considerations

Purpose of zoning district: Heartland-10 (HL-10). This district is intended to help maintain the rural character of areas of the interior of Door County, particularly cleared and other open areas where agricultural activity has been diminishing. The district provides for residential development at low densities, agricultural uses, and other nonresidential uses that require relatively large land areas and/or which are compatible with the surrounding rural character. Lot sizes of at least 10 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 Resource Planning Committee determines the conditional use permit should be approved, the following are possible conditions that may be relevant:
 1. A Door County Regular Zoning Permit authorizing construction of the building shall be obtained within 12 months; construction must begin within 12 months of the issuance of the regular zoning permit.
 2. *The entire project shall be completed by _____, 20__.*
 3. The project(s) shall comply with all applicable local, state, and federal building codes and ordinances, including obtaining all required approvals and permits prior to beginning construction.
 4. 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.
 5. The rebuilding or assembly of automobiles, engines, or transmissions on a factory production basis and/or the disassembly of automobiles on a factory production basis shall not be permitted.
 6. All repair, painting, parts storage, and body work activities shall take place within a building.
 7. All damaged or non-operable parts shall be stored indoors or in storage containers.
 8. An affidavit shall be recorded with the CSM (Deed) to provide successors in interest notice of the conditional use permit and conditions and requirements.

Comprehensive Plan Considerations (see the attached future land use map)

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

Per the county comprehensive plan future land use maps, the property under consideration is designated as Rural-Agricultural, as described below and shown on the attached 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 parcel under consideration appears to have some agricultural production as well as the land to the southeast. It is surrounded in the other directions by woodland and open space. The proposed auto repair business will likely have little to no impact on agricultural activity in this area. Since auto repair is allowed by conditional use permit in the HL10 zoning district, presumably any concerns can be alleviated with appropriate conditions.

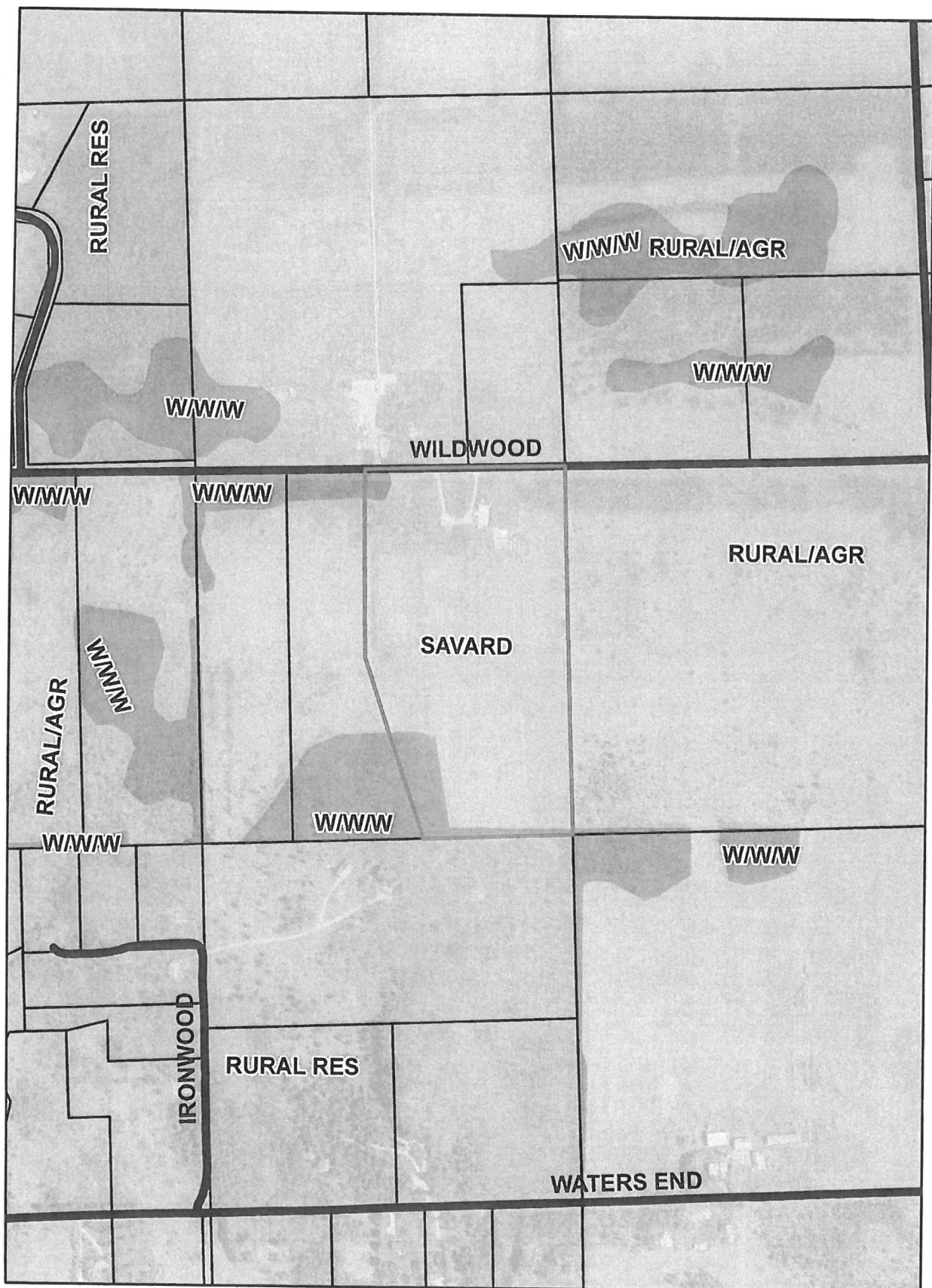
- **Relevant goals/objectives/action items from comprehensive plan:** None.
- **Other relevant text from county comprehensive plan.** None.

Future Land Use Map

Conditional Use Permit

Savard: 018-02-34322812

Proposed Use: Home Business (auto repair shop)





Town of Liberty Grove

We're Like Nowhere Else

October 5, 2021

To: Marc Savard

Ref: Conditional Use Application

This letter comes to you as notice that the Town of Liberty Grove has received a copy of your application for a conditional use permit for parcel # 018-02-34322812

The Town Plan Commission will discuss and act on this application at a teleconference (Zoom) meeting to be held Wednesday, October 27, 2021, beginning at 7:00 PM at the Liberty Grove Town Hall at 11161 Old Stage Road. The Plan Commission will hear comments on this application and make a recommendation to the Door County Resource Planning Committee.

You or your representative may attend this meeting on October 27th and comment on this application. If you cannot attend the meeting, you may send comments to the Town at the address below, by fax to 920-854-7366, or by email to tlibertygrove@gmail.com. Written, faxed, and emailed comments will be accepted up until 4:00 PM on the day of the Plan Commission meeting. Documents relating to this project are available for inspection at the Liberty Grove Town Hall on Old Stage Road, by requesting a PDF file of the application from the Town Office, or at the Door County Government Center at 421 Nebraska Street in Sturgeon Bay.

Sincerely,


Anastasia Bell, Clerk/Treasurer
Town of Liberty Grove

Zoom link: <https://us02web.zoom.us/j/81928583064?pwd=MUIwR0owUGhUT3pLVFhyVjJ4UzRFQT09>
Meeting ID: 819 2858 3064
Password: 647166



5160

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JOHNSON GIRLS LLC
8085 S CHASE RD
PULASKI, WI 54162

MARC W SAVARD
1693 WILDWOOD RD
SISTER BAY, WI 54234

NARROW GATE PROPERTIES LLC
C/O JONATHAN ORRICK
11345 WILDWOOD CT
SISTER BAY, WI 54234

WILLIAM J GLOJEK
6637 LIBERTY ST
NAVARRE, FL 32566

JAMES E SR TOCKSTEIN
43W701 WILLOW CREEK DR
ELBURN, IL 60119

RICHARD E HALLSTRAND
4336 WATERVILLE AVE WESLEY
CHAPEL, FL 33543



Town of Liberty Grove

We're Like Nowhere Else

October 5, 2021

To: Adjacent landowners of Marc Savard parcel # 018-02-34322812

Ref: Application for Conditional Use Permit

This letter comes to you as notice that Marc Savard has submitted a new request to the Door County Planning Department for a Conditional Use Permit to establish a Home Business (auto repair shop) within an existing 30' x 30' building and build a new 8' x 10' building to contain a bathroom and office. This property is located at located at 1693 Wildwood Road and is zoned Heartland-10.

The Town Plan Commission will discuss and act on this application at a teleconference (Zoom) meeting to be held Wednesday, October 27, 2021, beginning at 7:00 PM at the Liberty Grove Town Hall at 11161 Old Stage Road. The Plan Commission will hear comments on this application and make a recommendation to the Door County Resource Planning Committee.

You or your representative may attend this meeting on October 27th and comment on this application. If you cannot attend the meeting, you may send comments to the Town at the address below, by fax to 920-854-7366, or by email to tlibertygrove@gmail.com. Written, faxed, and emailed comments will be accepted up until 4:00 PM on the day of the Plan Commission meeting. Documents relating to this project are available for inspection at the Liberty Grove Town Hall on Old Stage Road, by requesting a PDF file of the application from the Town Office, or at the Door County Government Center at 421 Nebraska Street in Sturgeon Bay.

Sincerely,

Anastasia Bell

Anastasia Bell, Clerk/Treasurer
Town of Liberty Grove

Zoom link: <https://us02web.zoom.us/j/81928583064?pwd=MUIwR0owUGhUT3pLVFhyVjJ4UzRFQT09>
Meeting ID: 819 2858 3064
Password: 647166