



PARKS, PROPERTY & STREETS COMMITTEE MEETING AGENDA

MONDAY, SEPTEMBER 8, 2025, AT 1:00 PM

Sister Bay Liberty Grove Fire Station – 2258 Mill Road, Large Meeting Room

To access the meeting electronically, click: <https://zoom.us/j/4439901723?pwd=yAVpi40M1OlqgNufcVUE8XWCUSkKaH.1&omn=97063638580>

Meeting ID: 443 990 1723 Passcode: 304078 To connect by phone: 1-301-715-8592 - Meeting ID 443 990 1723#

For additional information visit: www.sisterbaywi.gov and click 'Meetings'

AGENDA

1. Call to Order & Roll Call

1	Committee Chair, Trustee – Louise Howson	2	Trustee - Denise Bhirdo
3	Trustee - Nate Bell	4	Citizen Member - Jerry Ahrens
5	Citizen Member - Mike Laszkiewicz		Village Administrator – Julie Schmelzer
	Department Director – Erik Linczmaier		Administrative Assistant – Sarah Bertges

2. Approve Agenda

3. Approve Minutes: August 4, 2025, Regular Meeting

4. Comments, Correspondence, and Concerns from the Public

5. Presentation/Discussion/Possible Action:

- a) Frontier Communications; Mike Nelsen, VP External Affairs & Todd Kruse, Government and Grant Affairs; Sister Bay Area Fiber Project

6. Discussion/Action Items

a) New Business

- i. Robert E. Lee & Associates; Bluffside Area Road Design
- ii. Ava Hope & Northwood Community Park
- iii. Pavilion Request; Crystal Lake (Illinois) Community Band; July 19, 2026
- iv. Marina & Waterfront Park Request; Streamline Publishing Private Paint-Out; October 2, 2025
- v. Marina Restrooms; Budget Discussion
- vi. TAP Grant Resolution; Highway 42 Trail
- vii. Soil Contamination; Remediation Alternatives

b) Old Business

- i. New Administrative Building Site, Setbacks & Suitability
- ii. Post Office Appraisal
- iii. Binocular References & Order
- iv. Historic Signage Design & Order
- v. Revisit Land Lease; Friends of the Ice Rink; TKH Ice Rink
- vi. Fee Schedule

7. Staff Report(s) Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee

8. Next Meeting: Regular Meeting October 6, 2025, at 1:00 PM

- Schedule Walking Tour; Pebble Beach
- Schedule Draft CORP Review
- Policy; Reservation Application and Guidelines

9. Adjourn

Public Notice – PARKS, PROPERTY & STREETS COMMITTEE MEETINGS ONLY

For questions regarding the above agenda items or to review the related files contact Julie Schmelzer, Village Administrator at julie.schmelzer@sisterbaywi.gov. To submit letters in support or opposition of an agenda item, email sarah.bertges@sisterbaywi.gov by 4:00 p.m. the day before the meeting. Letters received after the meeting packet has been mailed will NOT be sent to committee members but will be SUMMARIZED at the meeting. It is possible that members of or quorum of other governmental bodies may attend the meeting to gather information; no action will be taken by any governmental body other than the body specifically referred to above. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid or accommodation at no cost to the individual. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administration Office at 854-4118 or by writing to the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administration Building during operating hours (8 a.m. – 4 p.m. Mondays through Thursdays, and 8 a.m. – 12:00 p.m. Fridays).

The Village of Sister Bay is an Equal Opportunity Provider & Employer

PARKS, PROPERTY & STREETS COMMITTEE MINUTES

MONDAY, AUGUST 4, 2025

(Approval Pending)

Agenda Item No. 1. Call Meeting to Order and Roll Call:

The August 4, 2025 monthly meeting of the Parks, Property & Streets Committee was called to order by Committee Chair Louise Howson at 1:00 P.M.

Committee Members Present: Committee Chair Louise Howson and members Denise Bhirdo, Nate Bell, Mike Laszkiewicz and Jerry Ahrens

Staff Members Present: Village Administrator Julie Schmelzer, Parks & Streets Director Erik Linczmaier, and Administrative Assistant Sarah Bertges

Others Present: Mary Weiss, Ellie Soderberg-Guger, Jill Wiebe, Ron & Lisa MacDonald, Ron Kane, Pete Oleson and Mike Diluio. Virtually: Myles Dannhausen, Luke Roffler, Chris Schmeltz, J Jolles, Andy Kurtz, and Todd Kruse

Agenda Item No. 2. Approval of Agenda

Chair Howson requested to amend the agenda to remove Item 5.a regarding Frontier Communications' Sister Bay Area Fiber Project, as Mike Nelson was unable to attend and she said it was important that he be present along with Todd Cruz [who was present]. This item would be moved to the September 8, 2025, meeting.

Motion to approve the amended agenda made by Bhirdo, seconded by Laszkiewicz. Motion carried – all ayes

Agenda Item No. 3. Approval of Minutes

Several corrections to the minutes were noted by committee members:

Jerry Ahrens noted that an action item was missing from the minutes regarding staff preparing a standardized form and list of asks and costs for future events. Julie Schmelzer confirmed this was being worked on.

Bhirdo requested several corrections:

- On page 4, line 39: Change "parks commission" to "parks committee"
- Add clarification that crops planted were corn, not hay as in the previous year
- Remove lines 20-21 on page 6 regarding crosswalks from the binocular order section
- On page 7, line 26: Remove "Cardinal roads" and clarify it should reference "Cardinal Court North and Bluebird"

Motion to approve the minutes as amended made by Ahrens, seconded by Laszkiewicz. Motion carried – all ayes

Agenda Item No. 4. Comments, correspondence and concerns from the public:

Howson asked if anyone would like to comment regarding a non-agenda item. Mary Weiss (2366 Parkview) addressed the committee regarding an event that took place at the Waterfront Park pavilion two Saturdays prior. She described it as "2-3 times louder than anything that's ever been at the amphitheater" and "easily the most annoying." She explained that the event was not music but a DJ setup that went on for seven hours, driving away visitors from the waterfront. Ms. Weiss reported that when homeowners confronted the performer, they were dismissed rudely. She called the non-emergency police number but was told the individual had a permit. Ms. Weiss visited the village offices

1 and was shown the permit, which she believed contained misleading information. She recommended
2 references be required of all performances.

3 Michael Dilulio spoke about traffic safety concerns, particularly the dangerous crosswalk situation
4 downtown. He noted that children walking from the daycare center or crossing to the beach often
5 cannot be seen by drivers due to parked vehicles blocking visibility. He also mentioned that Country
6 Walk Drive, which now has a 4K kindergarten, should be designated as a school zone with appropriate
7 speed limits. Additionally, he discussed parking issues downtown, noting that people often park for
8 extended periods, limiting turnover for businesses.

9 Schmelzer noted three pieces of correspondence received:

- 10 • A complaint about a "freedom of speech" event that occurred at Waterfront Park the previous
11 weekend by the event organizer of the Long Dayze event
- 12 • A request to make the pedestrian walkway at Country Walk Lane and Highway 42 more visible
- 13 • A complaint about people taking rocks from Pebble Beach, despite an ordinance prohibiting
14 this

15 **Agenda Item No. 5. Presentation: Frontier Communications**

16 [Agenda Item No. 5 was removed from the agenda and rescheduled for the September 8, 2025
17 meeting.]

18 **Agenda Item No. 6. Discussion/Action Items**

19 **a. Operating Agreement; Friends of the Ice Rink; TKH Ice Rink**

20 Schmelzer explained that the operating agreement for the ice rink had been reviewed by both parties'
21 attorneys with one minor change to the insurance portion. Miles Dannhausen confirmed the Friends
22 of the Ice Rink were satisfied with the agreement.

23 The committee discussed the financial terms of the agreement. The village would contribute up to
24 \$50,000 annually, plus \$2,000 for concessions, which reflects the highest amount historically spent on
25 the ice rink. Any expenses beyond that would be covered by the Friends of the Ice Rink.

26 Denise Bhirdo questioned the lack of an inflation adjustment in the 10-year agreement. Myles
27 Dannhausen indicated he would be open to discussing this in the future. The committee noted that
28 the agreement allows for modifications with mutual consent and that the Friends of the Ice Rink would
29 provide season updates.

30 *Motion to recommend approval of the operating agreement between the Village of Sister Bay and the*
31 *Friends of the Sister Bay Ice Rink to the Village Board made by Bell, seconded by Bhirdo. Motion carried*
32 *– all ayes*

33 **b. Operating Agreement; SBAA; Annual Agreement**

34 Schmelzer presented the annual Sister Bay Advancement Association (SBAA) agreement with minor
35 changes to the year and event schedule. She noted that Ellie from SBAA had also submitted the Fall
36 Fest parade rules and regulations as previously requested. Members requested a copy of the parade
37 rules.

38 *Motion to approve the SBAA annual operating agreement as presented made by Bhirdo, seconded by*
39 *Howson. Motion carried – all ayes*

40 **c. Top of the Thumb Snowmobile Map**

41 Pete Oleson from the Top of the Thumb Snowmobile Club presented their proposed snowmobile route
42 for winter 2025-2026. He explained their request to reinstate part of the former trail that would allow

1 snowmobilers to access the ice rink area. He emphasized the club's appreciation for the use of village
2 property and their understanding that route availability may change in the future.

3 Discussion included the need for safety measures such as orange netting to guide snowmobilers safely
4 around obstacles. The committee noted that future development might affect trail availability.

5 *Motion to approve the Top of the Thumb Snowmobile Club route for winter 2025-2026 made by Ahrens,*
6 *seconded by Jerry and seconded by Laszkiewicz. Motion carried – all ayes*

7 **d. Northern Grill & Pub; No Parking Request; Ron McDonald**

8 Ron McDonald requested no parking be established on the west side of Country Walk Drive in front of
9 his property. He explained that cars were parking on what he described as a pedestrian path,
10 damaging his grass, and creating safety hazards for pedestrians including children walking from the
11 nearby daycare.

12 Discussion centered on the location of the public right-of-way versus Mr. McDonald's property line,
13 and whether his "No Parking" signs were placed on his property or in the right-of-way.

14 By consensus the committee ultimately agreed that no parking should be established on both sides of
15 the entire length of Country Walk Drive for safety reasons, and that the issue of school zone
16 designation should also be investigated.

17 Staff is to investigate the costs associated with the signage, and if it can be installed in 2025 to proceed,
18 and if not, the signs would need to be budgeted for.

19 **e. Current Administration Building and Impact on Current Road Construction Project**

20 Schmelzer explained that Robert E Lee is finalizing plans for the new road, with a public informational
21 session to be scheduled shortly after the committee's September meeting. She noted that the
22 committee needed to provide direction regarding the future of the current administration building as
23 it relates to the road project.

24 The committee discussed whether the administration building should be removed to allow for a safer
25 road design. Bhirdo recommended letting the engineers design the safest possible road without
26 constraints from the building, while Bell expressed concern about widening the road and potentially
27 increasing traffic.

28 Discussion also covered considerations for sidewalks, drainage, and pedestrian safety in the design.

29 *Moving forward the committee would like to see the current width of the road stay the same, adding*
30 *curbs, gutters and possibly sidewalks if possible, and, design the road with safety in mind, even if that*
31 *means razing the current administrative building.*

32 **f. Knowles-Nelson Stewardship Encumbrance Resolution Options; Department of Natural**
33 **Resources; Luke Roffler, Grant Manager; Knowles-Nelson Stewardship Program**

34 Luke Roffler from the DNR joined to discuss options for addressing the Knowles-Nelson stewardship
35 encumbrance on the parking lot parcel next to the Dorr Hotel. He explained that to remove the
36 encumbrance, the village would need to provide replacement land that equals or exceeds the original
37 parcel in acreage (0.6 acres), value, and public benefit.

38 The committee discussed various options including using village-owned property near the community
39 gardens or sports complex as replacement land. Roffler clarified that the replacement land could be
40 property the village already owns and wouldn't necessarily need to be parking - it could be green space
41 or other recreational use, as long as it met the three requirements.

42 *Motion to recommend to the Board pursuing an appraisal on the existing Knowles-Nelson*
43 *encumbrance to understand the exact value that needs to be replaced made by Ahrens, seconded by*
44 *Bell. Motion carried – all ayes*

g. New Administrative Building Siting

The committee discussed the recommendation from an ad hoc committee to locate the new administrative building at the site of the old Parks Maintenance Facility. This differed from the committee's previous preference for the Logerquist property.

Laszkiewicz and Bell supported the ad hoc committee's recommendation, while Ahrens and Bhirdo favored the Logerquist site. Ahrens reminded the group the property was purchased with the building in mind, and has already been designed to fit the site. Bhirdo reminded them the Logerquist site was second on the ad hoc committee's list, so it was still a favorable site. Howson argued she was never aware the village was purchasing the Logerquist site.

Concerns were raised about the Parks Maintenance site including setback limitations, parking constraints, congestion in the downtown area, and potential soil issues from previous dumping at the site.

The committee also discussed building size, with Howson suggesting the current design was too large and Bhirdo arguing that adequate space was needed for future growth.

Motion to engage Stantec to determine the setbacks on the parks lot for the September meeting if possible, and to look at projected costs for stormwater management made by Howson, seconded by Laszkiewicz. Motion carried – all ayes

h. Discuss Fireworks Ordinance

Bhirdo raised concerns about fireworks being discharged throughout the village around July 4th without permits, despite an existing ordinance requiring them. The committee discussed the \$200 permit fee and whether enforcement was feasible.

The committee agreed to include information about the fireworks permit requirement in the year-end tax insert and to consider additional communication methods prior to July 4th. Howson, who is developing the insert, agreed to add the information.

i. Review Binocular Order

Laszkiewicz reported on his research into binocular options for the village. He found that the Tower Optics option, while popular and commonly seen in parks, was expensive (over \$10,000) and not well-regarded within the industry for its optical quality.

Alternative options included heavy-duty binoculars that could be tethered to a base at a much lower cost (approximately \$100 each), though they would require maintenance and possible seasonal removal.

Schmelzer shared her report on quality, weight, strength, place of origin, and cost. One binocular Laszkiewicz had mentioned at the last meeting was no longer available for outdoor use; one would have to be shipped from Italy and be quite expensive; and one she commented looked "military", with some members in agreement.

Howson volunteered to call other communities using Tower Optical binoculars to gather feedback on their experience, particularly regarding clarity and maintenance requirements.

j. Review Historic Signage Proposal

Schmelzer presented a design for historic signage created by a contractor who has designed similar signage for Newport State Park and other communities. The design featured stone pedestals supporting interpretive panels. The sign would be six feet long, and she noted the Historical Society felt that width was not long enough, and she recommended perhaps the village have two six foot sign boards.

Committee members expressed concerns about the width of the pedestals and the overall design, suggesting modifications to make it more accessible and visually appealing. The committee also

discussed placement of the signs, noting that the proposed location near the fire pit wasn't consistent with previous discussions. Schmelzer reminded them the location was yet to be field verified by the committee.

Schmelzer agreed to work with the contractor on redesigning the support structure and considering options for including multiple panels to accommodate all the historical information. The committee supported either narrower stone mounts or the metal support be inside a narrower stone pillar, and, agreed there should be two six-foot-wide sign boards.

k. Robo Mower Estimates

Following up on last month's committee request, Linczmaier presented research on autonomous GPS-guided robotic mowers. Linczmaier proceeded with all his research and mentioned that one manufacturer, Yarbo, offered to provide a demonstration of their equipment at the sports complex. He also noted that Segway would be releasing a new 5-acre unit in the fall.

Bhirdo noted that the Finance Committee had removed this item from the Capital Improvement Plan for the next year and pushed it to 2027 due to budget constraints. After some discussion the committee supported continued demonstrations to see if the product was right for the village, with all in agreement if the village waits, the prices may drop.

7. Staff Report(s)

Linczmaier reported that he was still waiting on the driveway to be converted to traditional curb and gutter.

Schmelzer provided updates on the new Parks Maintenance Facility, noting it had received safety clearance from McMahon and Alliance. The committee discussed holding an open house before staff moves equipment into the building, with internet installation scheduled for September 11.

The committee tentatively planned for an open house in early September, with a time frame of 3:00-6:00 PM to accommodate both working people and retirees.

8. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee

The committee discussed:

- Cameras at Pebble Beach to address the issue of people removing rocks
- Follow-up on binocular research
- Robert E. Lee's initial plan for the September meeting
- Stantec's findings regarding setbacks, if completed in time
- The newly formed parking committee address various parking issues, including safety at crosswalks

9. Next Meeting: Regular Meeting September 8, 2025, at 1:00 PM

a. Schedule Walking Tour – Pebble Beach

The committee agreed to schedule this at the next meeting.

b. Schedule Draft CORP Review

Schmelzer reported that the Comprehensive Outdoor Recreation Plan was nearly complete, with some corrections still being made. She suggested scheduling a special meeting dedicated to reviewing the plan.

10. Adjourn

- 1 *Motion to adjourn made by Laszkiewicz, seconded by Howson. Meeting adjourned at 4:44 PM. Motion*
- 2 *carried – all ayes*
- 3
- 4 *Respectfully submitted by Sarah Bertges, Administrative Assistant*



STAFF REPORT

Frontier Presentation

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

Rescheduled from last month: At the Board meeting Committee Chair Howson suggested we get information about Frontier's current fiber project and invite a spokesperson to discuss their project. Todd Kruse from Frontier will be joining us.

Attached are the maps for the three projects we have permitted thus far in the village. We have three pending projects as well, and those maps are attached as well.

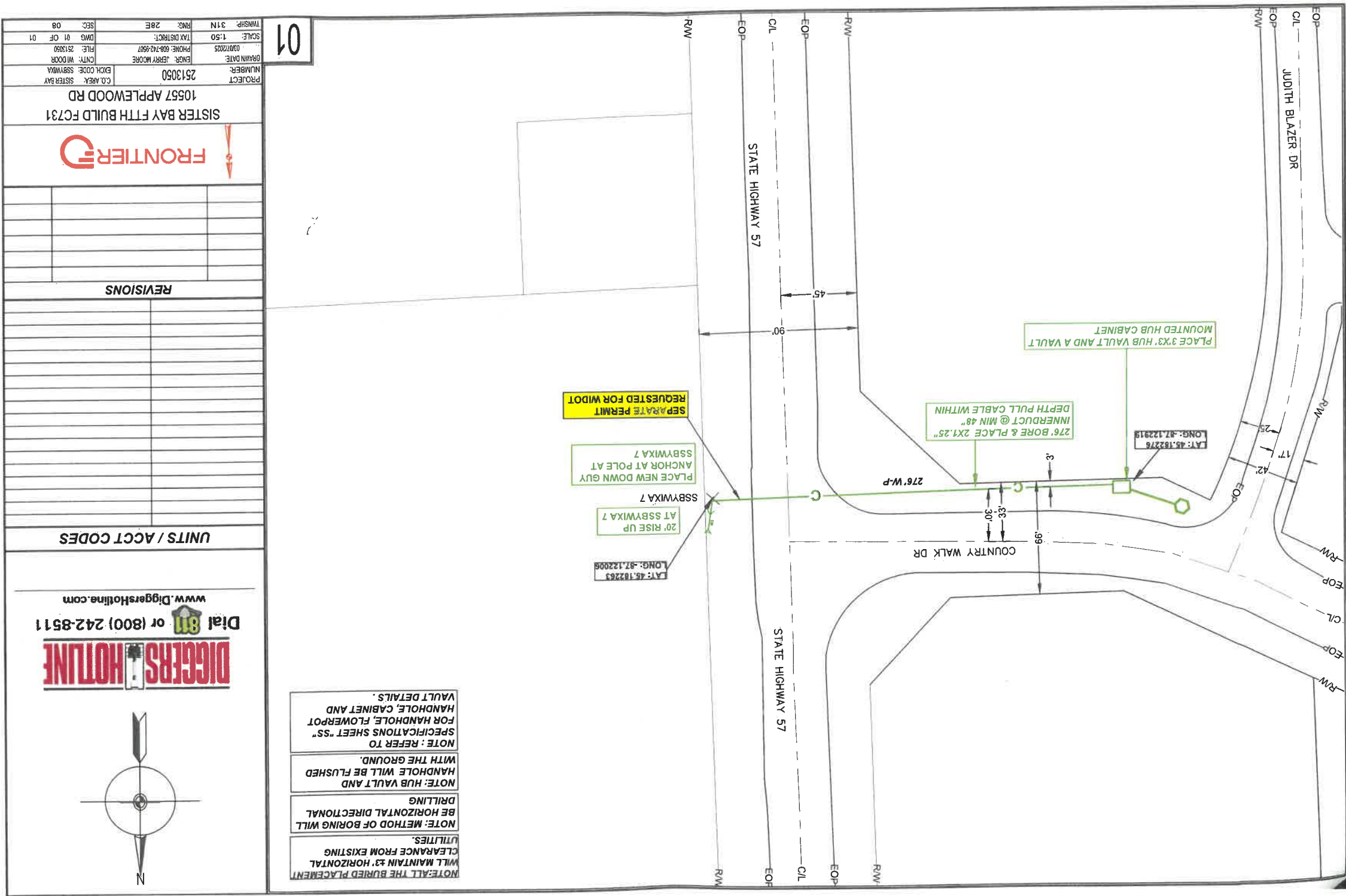
SITE LOCATION MAP



2513047 H4004 PERMIT
SISTER BAY

PROJECT NUMBER:	2513047	C.O. AREA: SISTER BAY
ENGINEER:	SOJAN	EXCH. CODE: SSBWMA
DRAWN DATE:	31/4/2025	
SCALE:		
TAX DISTRICT:		
PHONE:	501-932-0800	
SHEET MAP OF:	20	
SEC:	XX	





RECEIVED JAN 29 2025

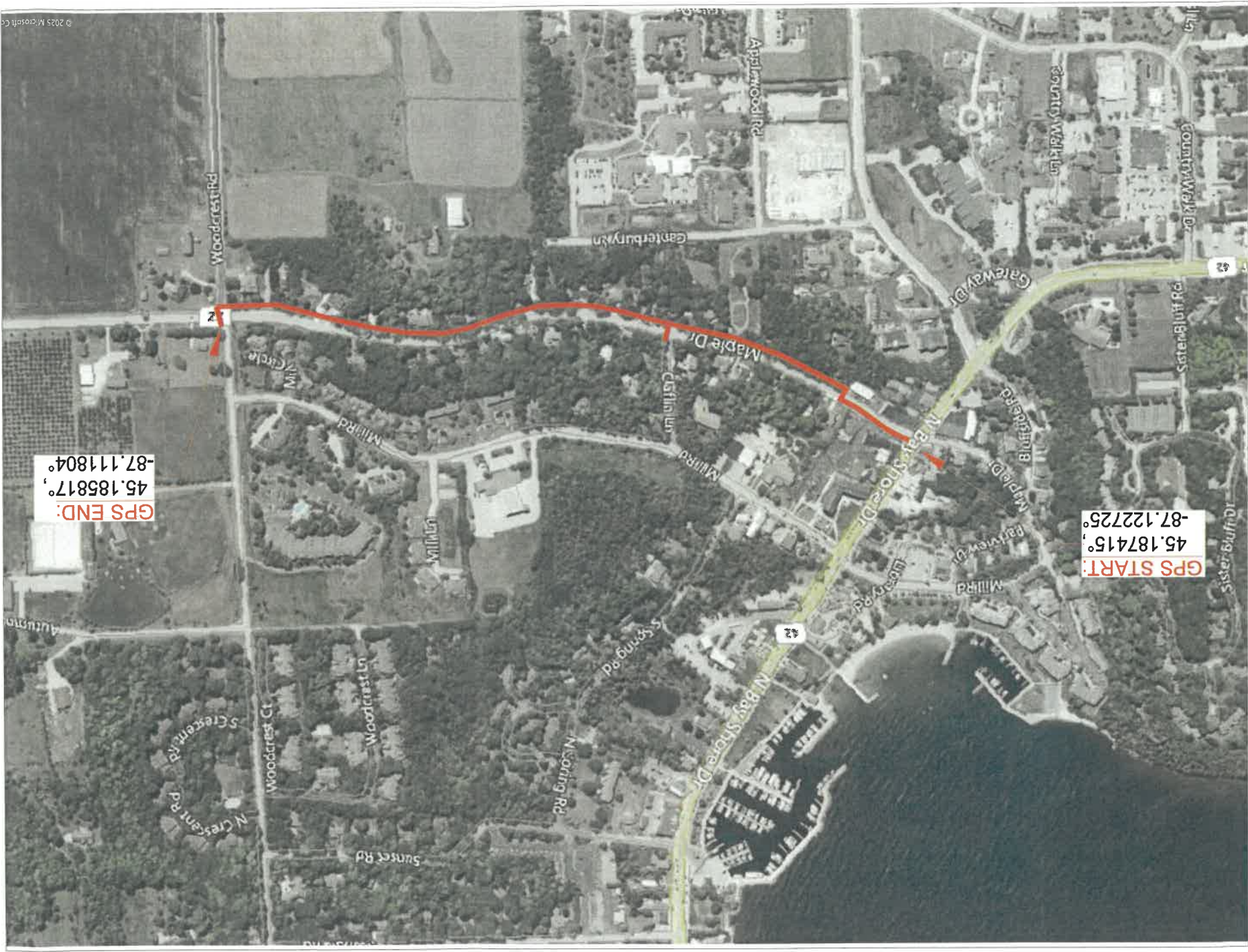
SITE LOCATION MAP

FRONTIER

2513051 - FEEDER 4 PERMIT
VILLAGE OF SISTER BAY

PROJECT NUMBER:	2513051	C.O. AREA:	SISTER BAY, WI
ENGINEER:	SQUAN	EXCH. CODE:	S98TXXA
DATE:	12/1/2024	PHONE:	901-932-0800
SCALE:	1"=20'	TAX DISTRICT:	
SHEET:	MAP OF 1	SEC:	28E
OR			



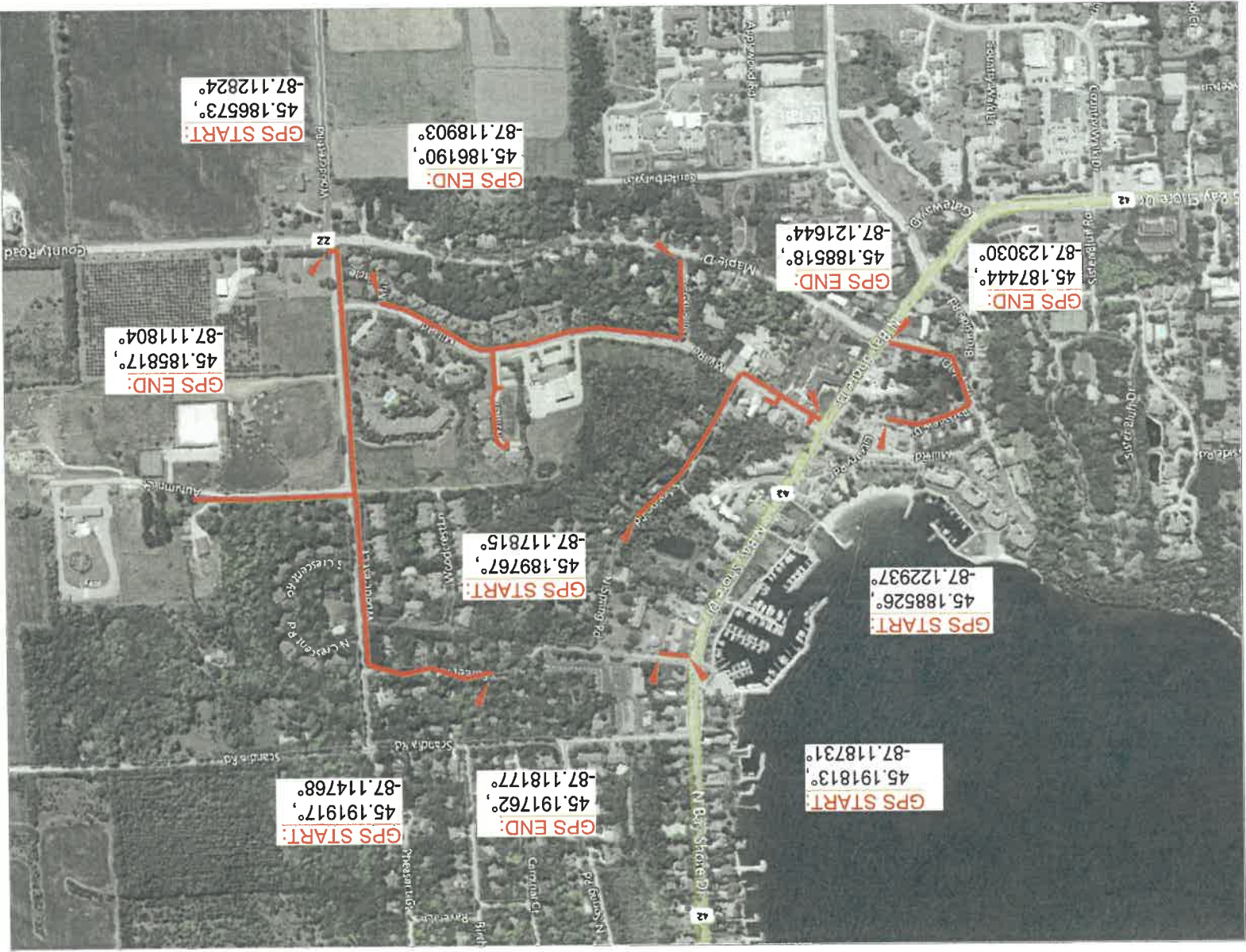


PROJECT NUMBER:	2513037	C.O. AREA:	SISTER BAY, WI
EXCH. CODE:	SSBYWXA		
DRAWN DATE:	4/1/2025	ENGINEER:	SQUAN
PHONE:	501-832-0800	CNTY:	DOOR
TAX DISTRICT:		SHEET:	MAP OF 6
SCALE:		SEC:	XX
TWNSHIP:	xxiv	RNG:	xw

COUNTY ROAD ZZ
2513037 H1009 PERMIT



SITE LOCATION
MAP



PROJECT		2513037 H1009 PERMIT		Village of Sister Bay	
TOWNSHIP:		XXN		RNG:	
SCALE:		XXW		SEC:	
SHEET: MAP OF		15		TAX DISTRICT:	
DATE: 6/2025		PHONE: 501-932-0800		CITY:	
DRAWN DATE:		SQUAN		DOOR	
NUMBER:		2513037		EXCH. CODE: SSBVWKA	
PROJECT		2513037		C.O. AREA: SISTER BAY, WI	



SITE LOCATION
MAP

RECEIVED JUN 25 2025

PROJECT NUMBER: 2513048

C.O. AREA: SISTER BAY, WI

EXCH. CODE: SSBWIXA

DATE: 4/8/2025

ENGINEER: SOJAN

CNTY: DOOR

SCALE: TAX DISTRICT: 11

SHEET: MAP OF 11

SEC: XX

PROJECT: 2513048

VILLAGE PERMIT

FRONTIER

SITE LOCATION

MAP

START GPS: 45.188060, -87.134398

END GPS: 45.183784, -87.126684

Map labels: Piggy Wiggly, Peach Barn Farmhouse and Brewery, Country House Resort, Pleats Cove Adventure Golf, Exxon, Espresso Bar & Boba Tea, Al Johnson's Swedish Rec, Husby's Food & S.



STAFF REPORT

Triangle Engineering

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

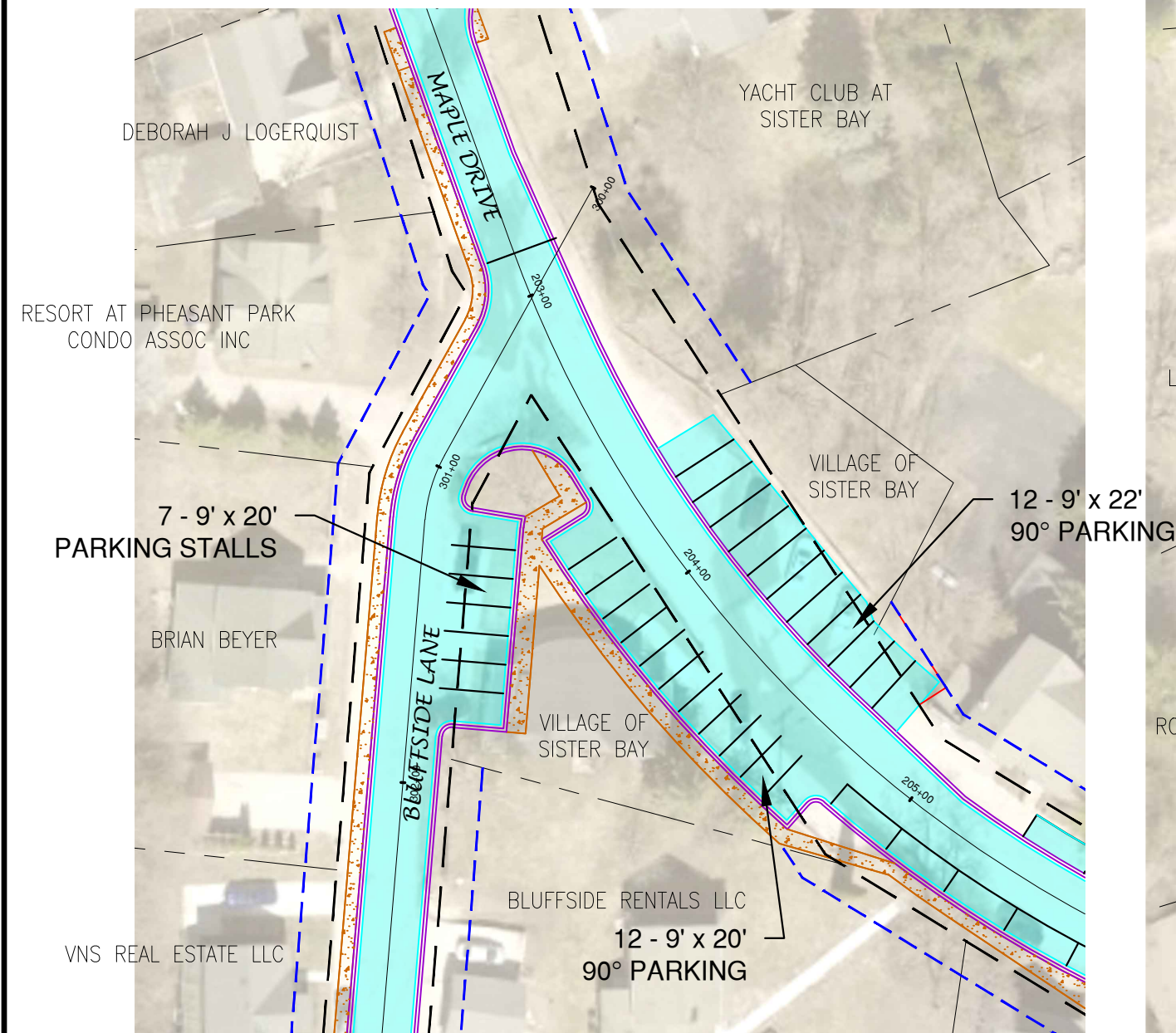
Robert E. Lee will present the draft plans for the road reconstruction project for the Triangle area. Members will discuss options which the engineer can then use to draft semi-final concept drawings to be presented to the public for their comment.

The purpose of this presentation is to solicit input from the committee only – the public input session is scheduled for September 15th.

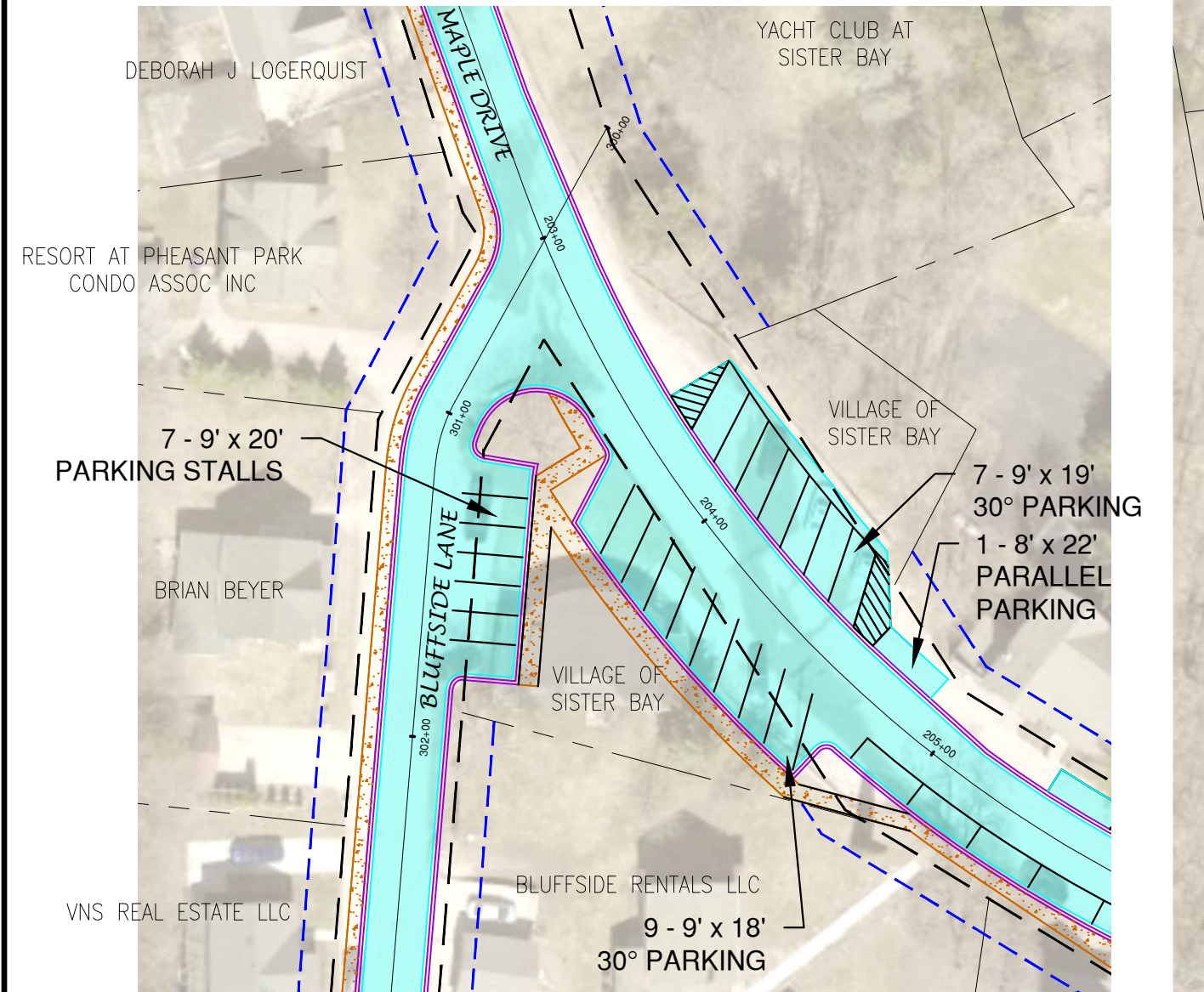
After all input and revisions have been made, the engineer can then begin engineering the infrastructure (e.g. drainage).

Attached is the overall concept plan, and then alternatives to consider.

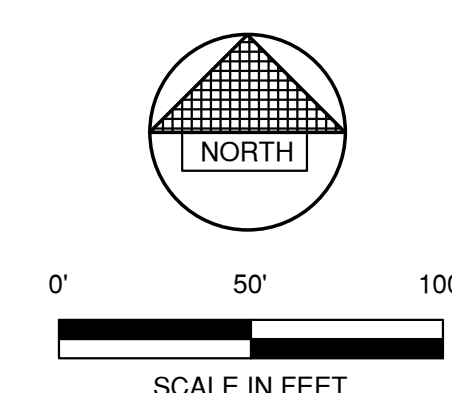
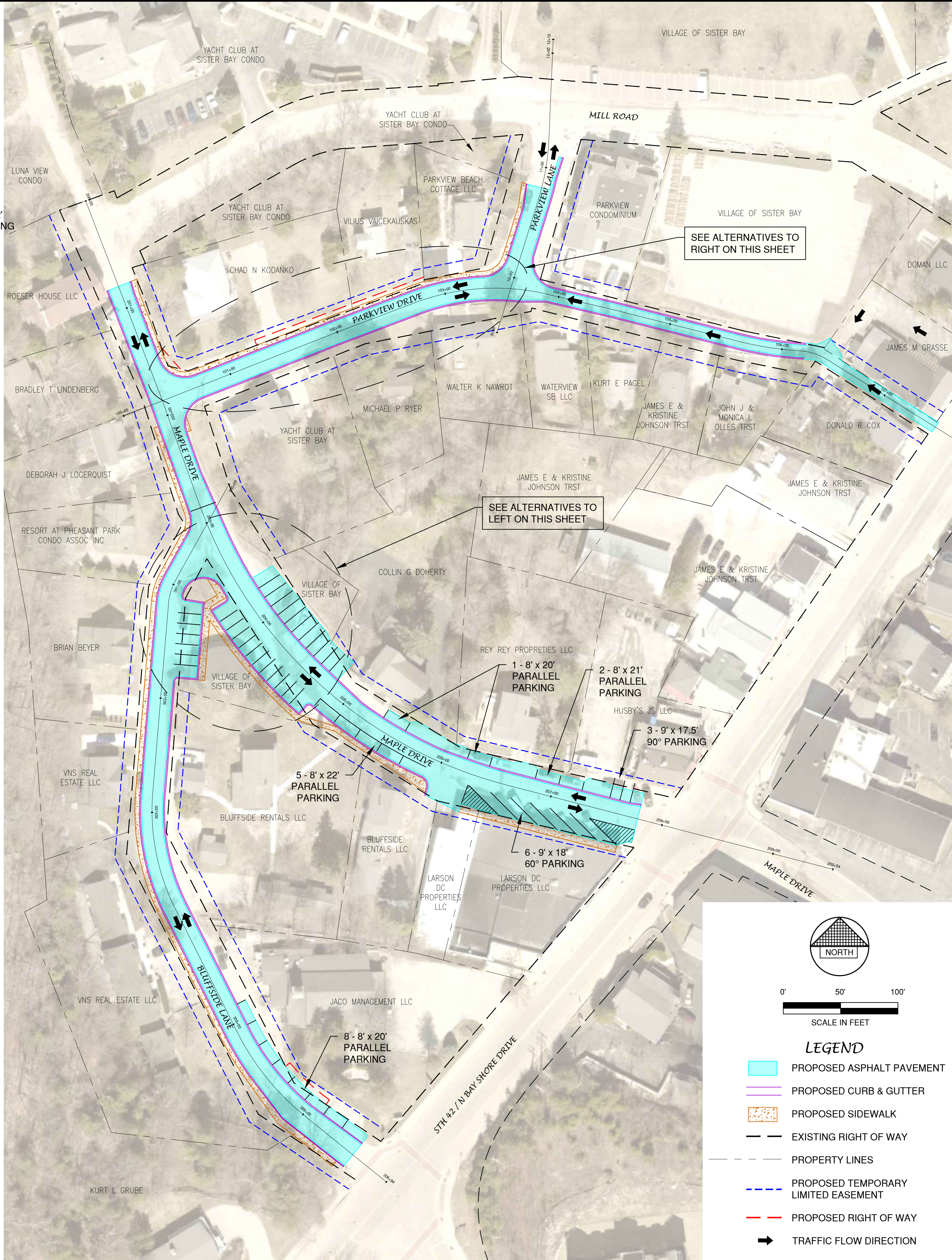
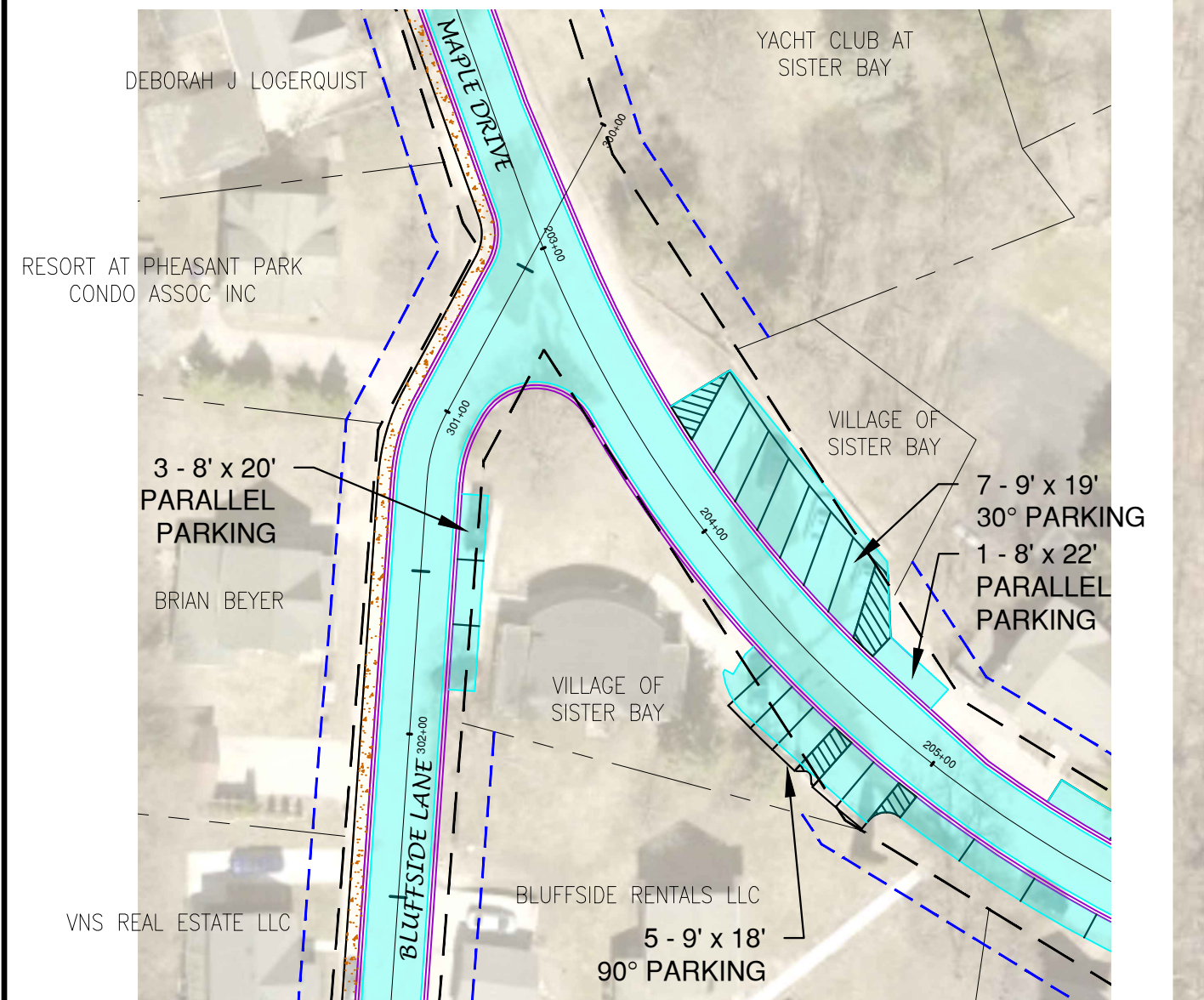
NO ADMINISTRATIVE BUILDING - 90° PARKING



NO ADMINISTRATIVE BUILDING - 60° PARKING

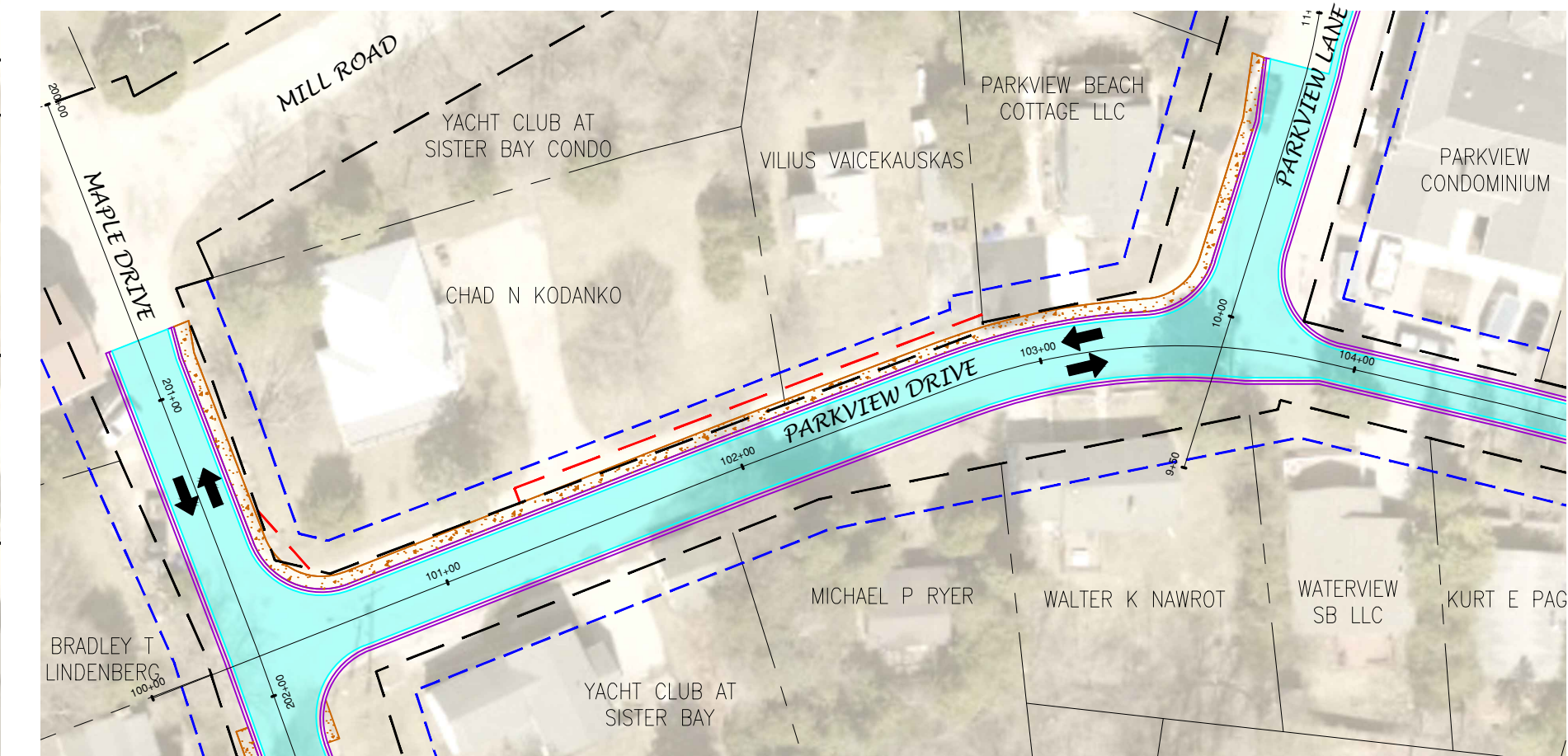


WITH ADMINISTRATIVE BUILDING

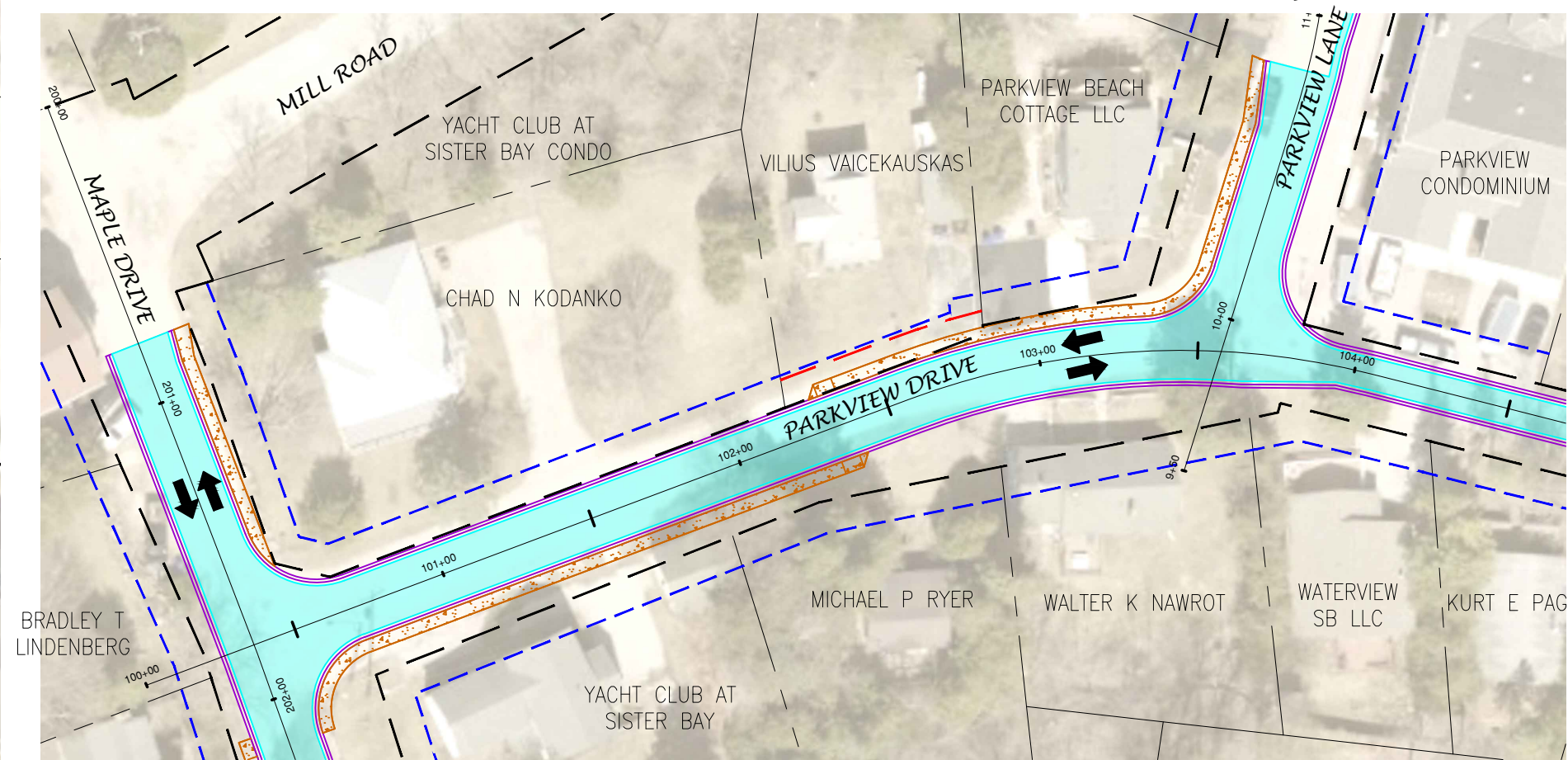


- LEGEND**
- PROPOSED ASPHALT PAVEMENT
 - PROPOSED CURB & GUTTER
 - PROPOSED SIDEWALK
 - EXISTING RIGHT OF WAY
 - PROPERTY LINES
 - PROPOSED TEMPORARY LIMITED EASEMENT
 - PROPOSED RIGHT OF WAY
 - TRAFFIC FLOW DIRECTION

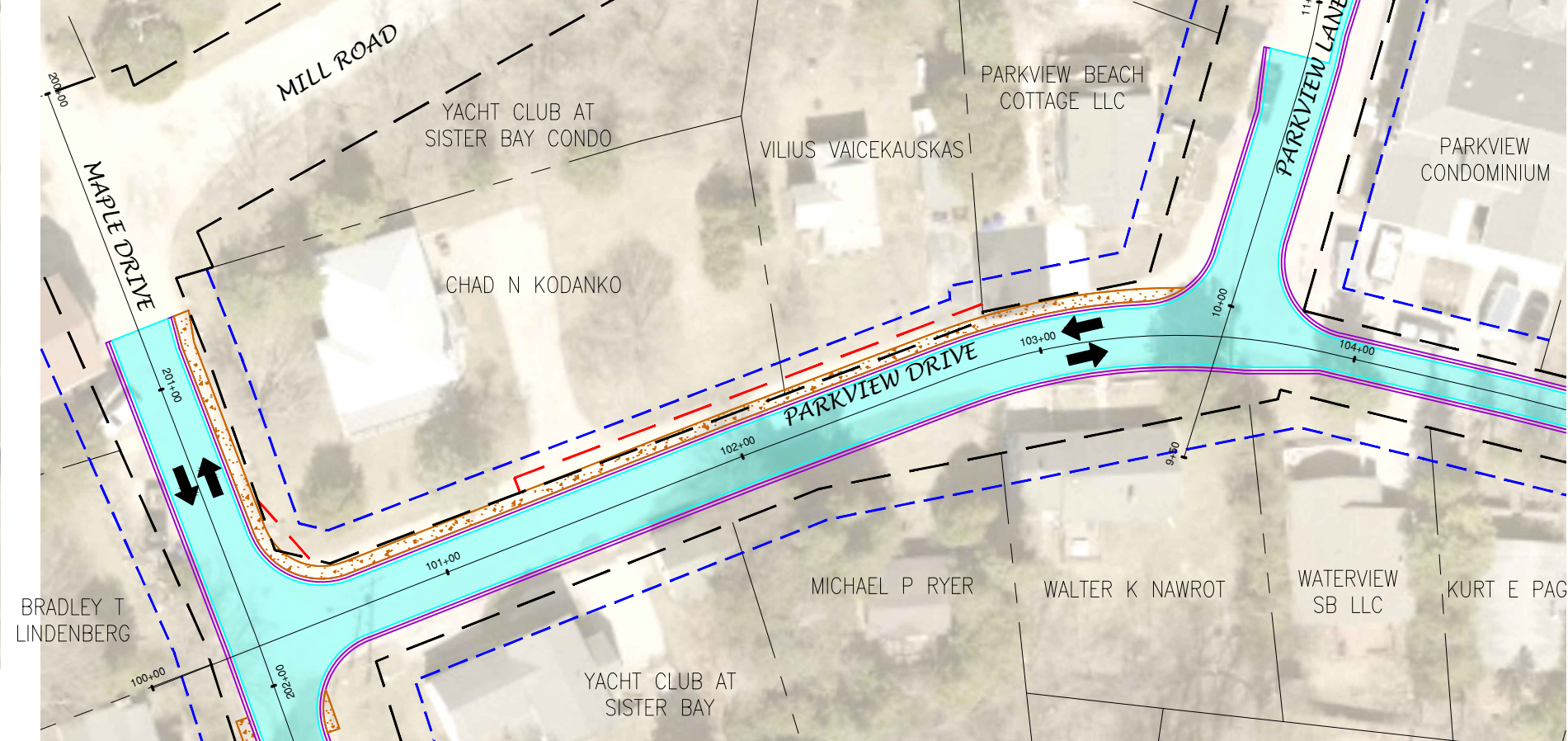
PEDESTRIAN LOOP



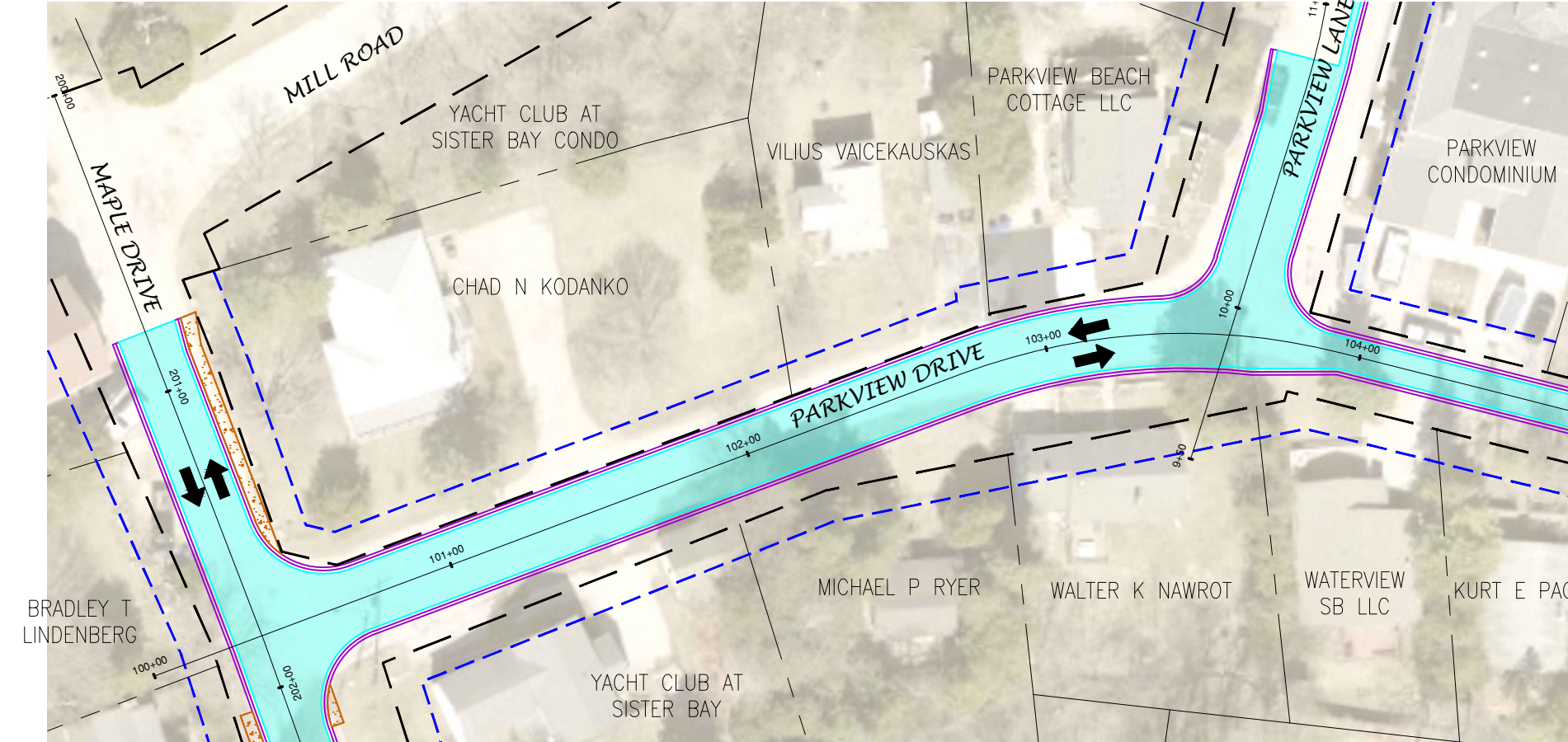
PEDESTRIAN LOOP WITH MIDBLOCK CROSSING



PEDESTRIAN ACCOMMODATION ON NORTH ONLY

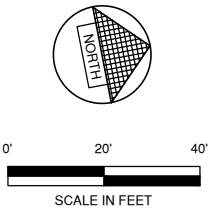
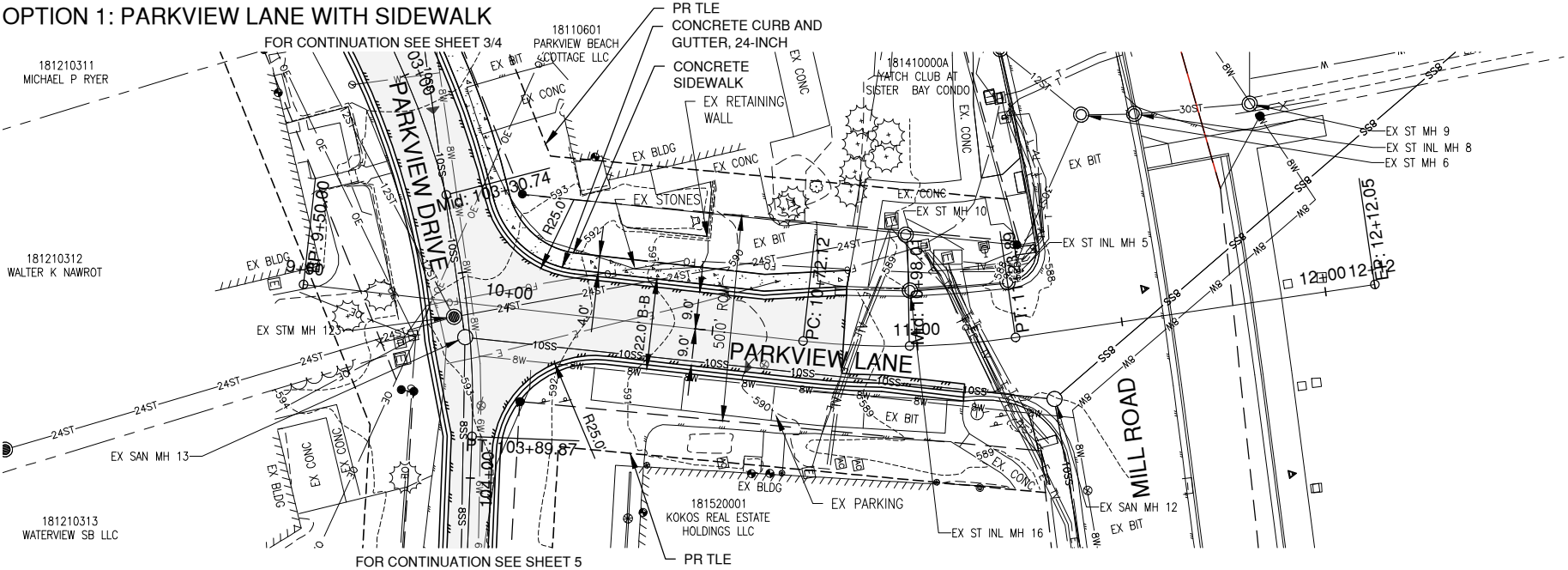


NO PEDESTRIAN ACCOMMODATION

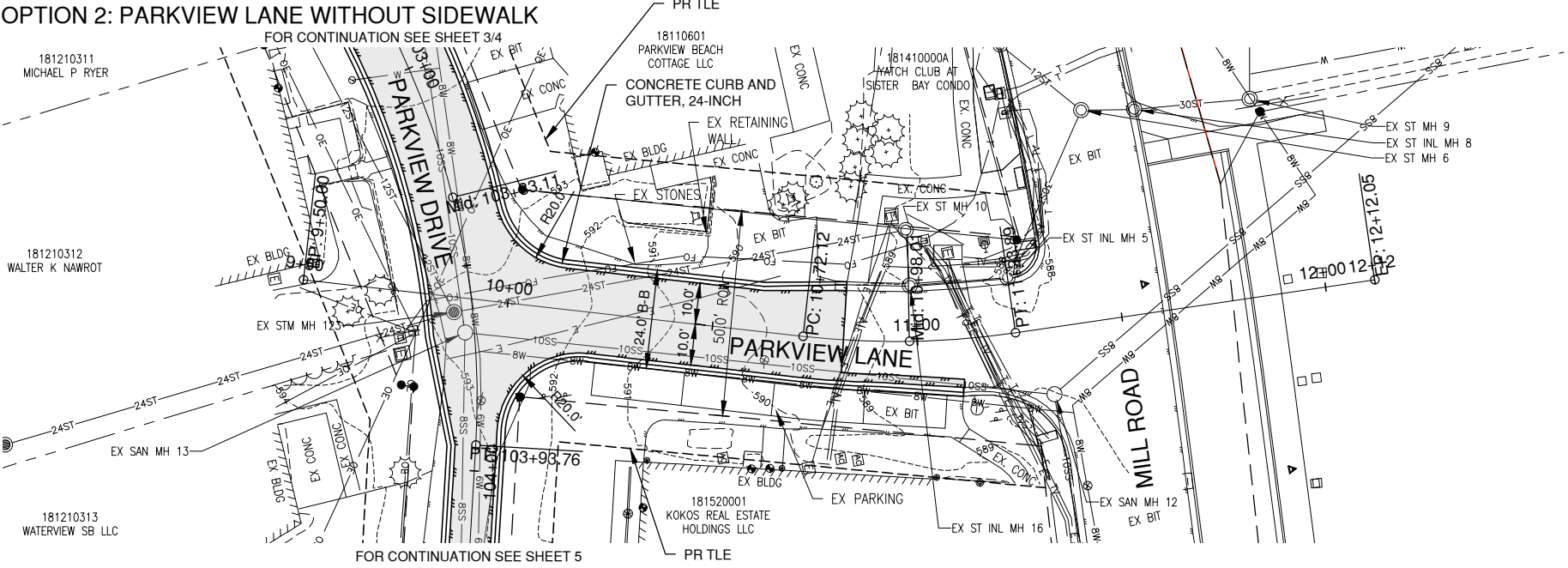


NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN	DOWNTOWN AREA IMPROVEMENTS	DATE	FILE CONCEPT PLAN JOB NO.	SHEET NO. 1
								CHECKED		08/2025		
								DESIGNED		REL Robert E. Lee & Associates, Inc. 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com		

OPTION 1: PARKVIEW LANE WITH SIDEWALK



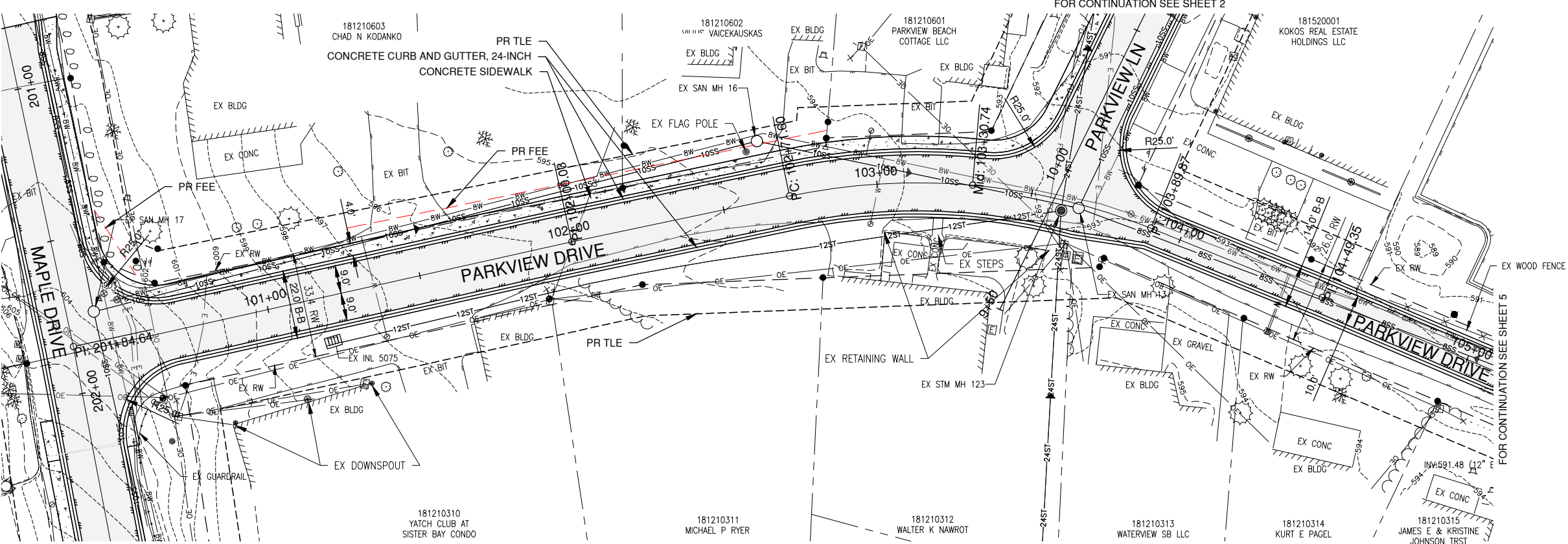
OPTION 2: PARKVIEW LANE WITHOUT SIDEWALK



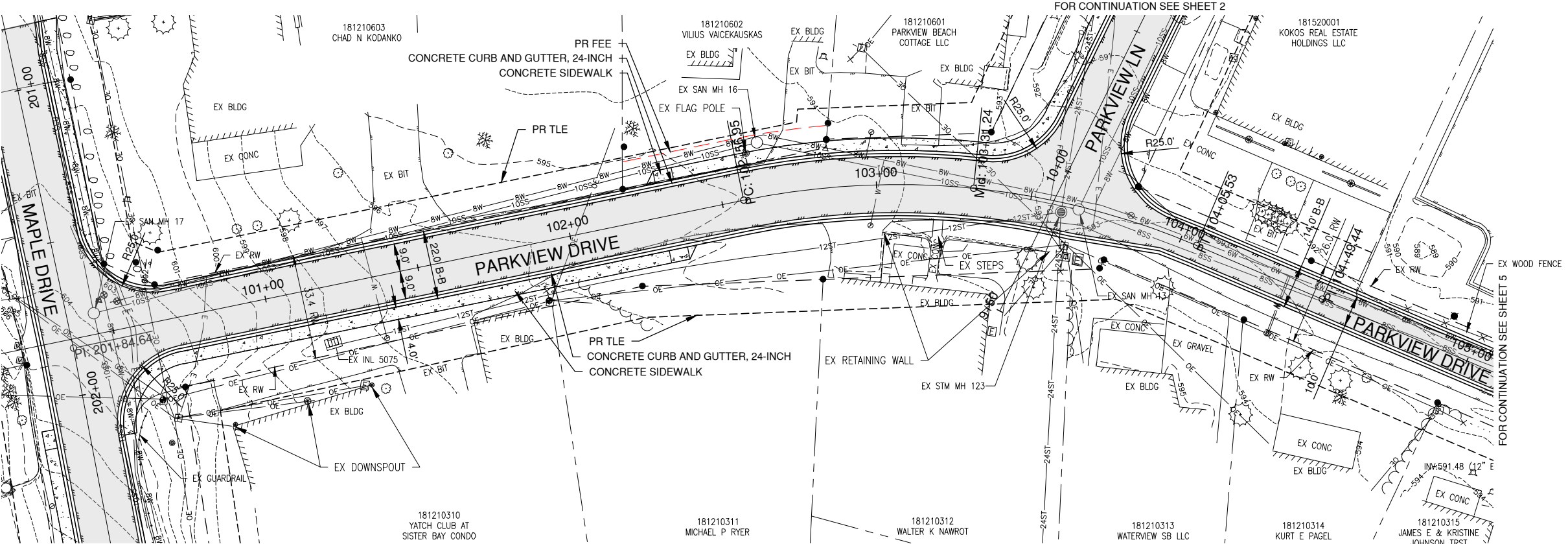
File: R:\0200\0282\028222\Drawings\A_Parkview_LN - Concept Phase.dwg
Plot Date: Sep 24, 2025 - 3:11 pm
LAYOUT: 2

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN MPNB	CONTRACT NO.0282-2X-01 202X UTILITY AND STREET CONSTRUCTION VILLAGE OF SISTER BAY DOOR COUNTY, WISCONSIN	PARKVIEW LANE STA. 9+50 TO STA. 12+12.50	DATE 07/20/25	 Robert E. Lee & Associates, Inc. 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com	SHEET NO.
								CHECKED ----			FILE A_PARKVIEW LN - CONCEPT PHASE		2
								DESIGNED JSL			JOB NO. 0282222		

OPTION 1: PARKVIEW DRIVE WITH PEDESTRIAN LOOP



OPTION 2: PARKVIEW DRIVE WITH MIDBLOCK CROSSING



File: R:\0200\0282\028222\A_Parkview DR - Concept Phase.dwg
Plot Date: Sep 14, 2025 - 3:34pm
LAYOUT: 3

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN MPNE
								CHECKED
								DESIGNED
								JSL

CONTRACT NO.0282-2X-01
202X UTILITY AND STREET CONSTRUCTION
VILLAGE OF SISTER BAY
DOOR COUNTY, WISCONSIN

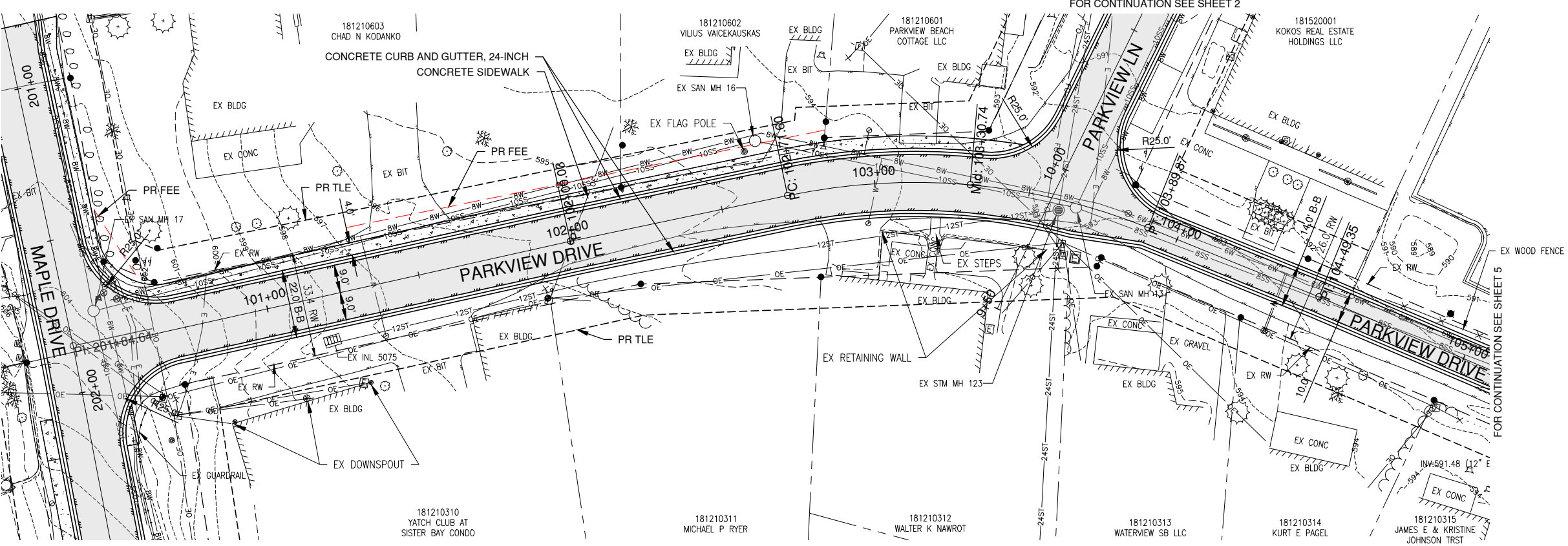
PARKVIEW DRIVE
STA. 100+00 TO STA. 105+00

DATE
07/20/25
FILE
A_PARKVIEW DR - CONCEPT PHASE
JOB NO.
0282222

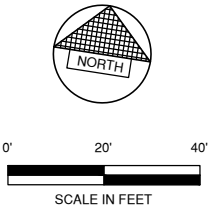
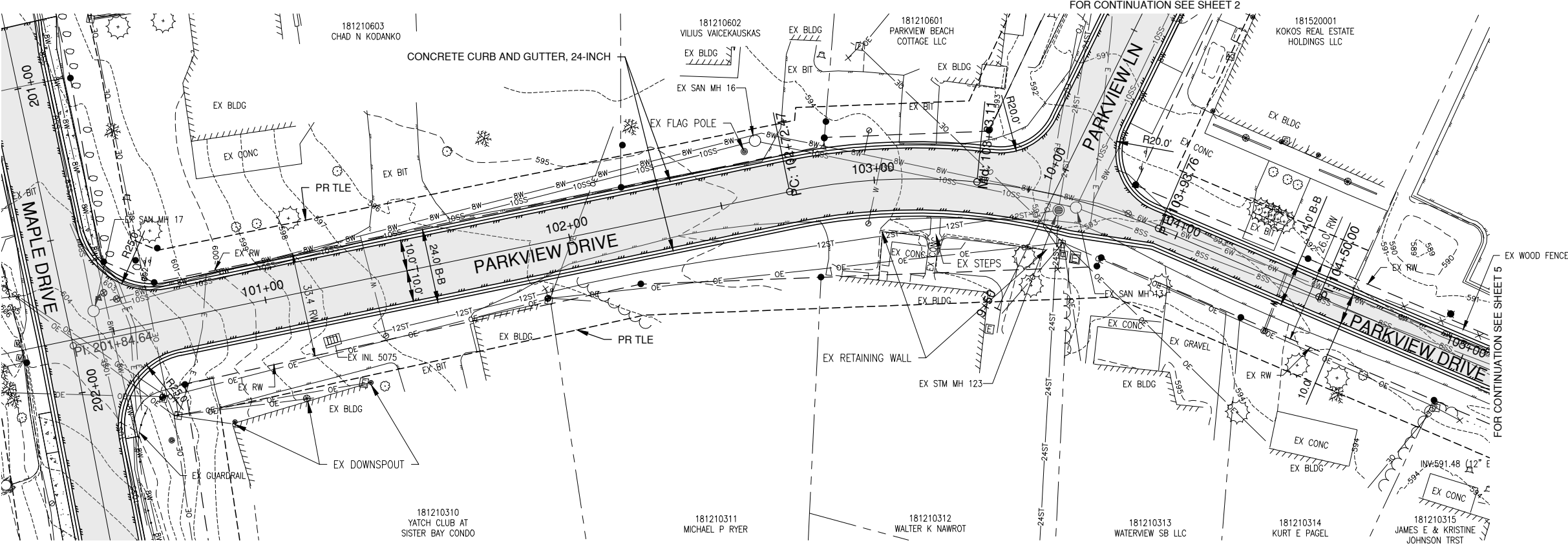
REL Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com

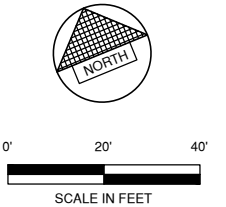
SHEET NO.
3

OPTION 3: PARKVIEW DRIVE WITH PEDESTRIAN ON NORTH ONLY



OPTION 4: PARKVIEW DRIVE WITH NO PEDESTRIAN ACCOMMODATION





NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN MFLB CHECKED DESIGNED JSL	CONTRACT NO.0282-2X-01 202X UTILITY AND STREET CONSTRUCTION VILLAGE OF SISTER BAY DOOR COUNTY, WISCONSIN	PARKVIEW DRIVE AND ALLEY STA.105+00 TO STA.108+00	DATE	 Robert E. Lee & Associates, Inc.	SHEET NO. 5
											FILE		
											A PARKVIEW DR - CONCRT PHASE JOB NO. 028222		
										1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com			

[illegible]

FOR CONTINUATION SEE SHEET 3/4

181210507
ROESER HOUSE LLC

181210508
BRADLEY T LINDENBERG

181210511
DEBORAH J LOGERQUIST

181210512
RESORT AT PHEASANT PARK
CONDO ASSOC INC.

181210310
YACHT CLUB AT
SISTER BAY

181210308
COLLIN G DOHERTY

181210309
VILLAGE OF SISTER BAY

181210405
BLUFFSIDE RENTALS LLC

FOR CONTINUATION SEE SHEET 9

FOR CONTINUATION SEE SHEET 8

[illegible]

CONTRACT NO.0282-2X-01
202X UTILITY AND STREET CONSTRUCTION
VILLAGE OF SISTER BAY
DOOR COUNTY, WISCONSIN

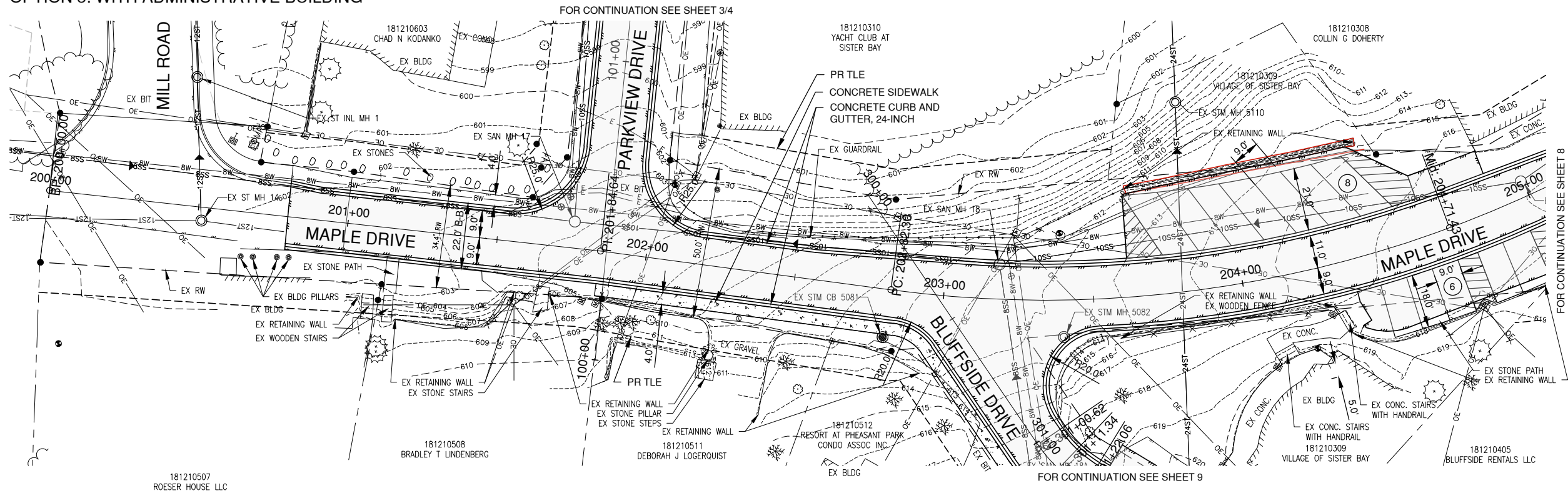
MAPLE DRIVE
STA. 200+00 TO STA. 205+00

DATE	07/2025	A MAPLE DR - CONCEPT PHASE
FILE		
JOB NO.	0262222	



SHEET NO.
6

OPTION 3: WITH ADMINISTRATIVE BUILDING



File: R:\0200\0282\028222\Maple Drive - Concept Phase.dwg
Plot Date: Sep 24, 2025 - 3:30pm
LAYOUT: 7

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN MPNE
								CHECKED
								DESIGNED
								JSL

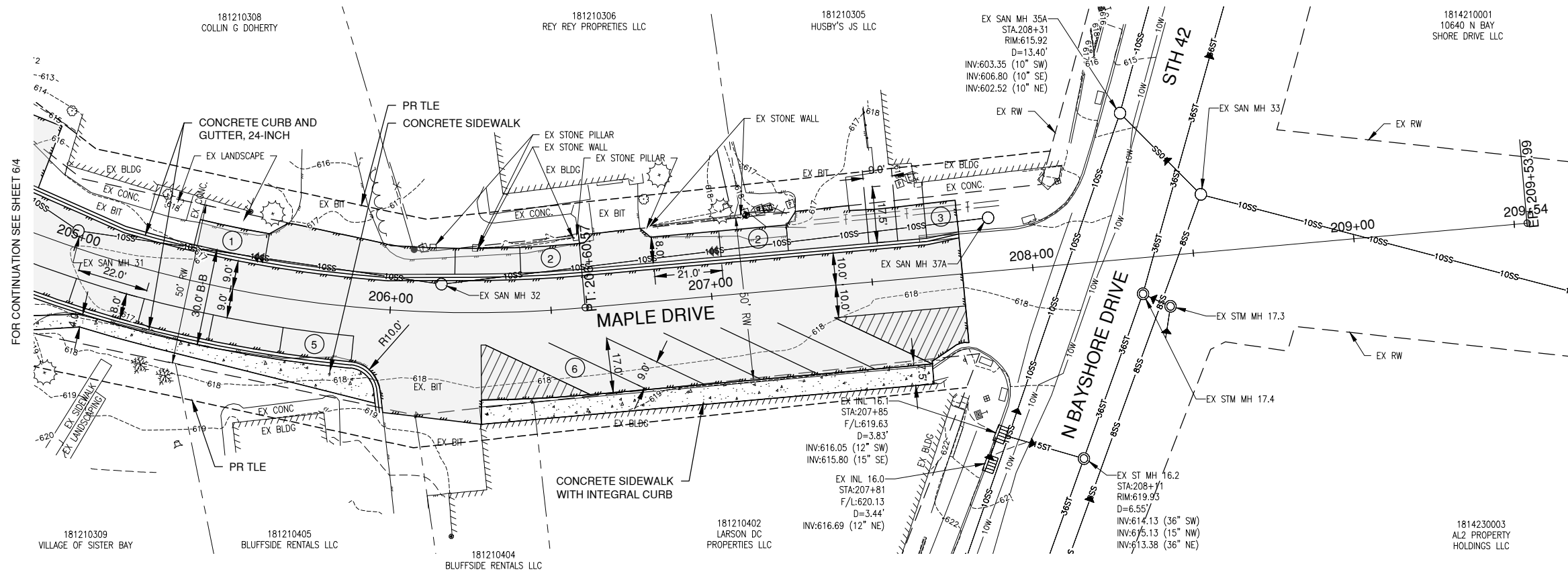
CONTRACT NO.0282-2X-01
202X UTILITY AND STREET CONSTRUCTION
VILLAGE OF SISTER BAY
DOOR COUNTY, WISCONSIN

MAPLE DRIVE
STA. 200+00 TO STA. 205+00

DATE 07/20/25
FILE A MAPLE DR - CONCEPT PHASE
JOB NO. 0282222

REL Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com

SHEET NO.
7



File: R:\0200\0282\028222\Maple DR - Concept Phase.dwg
Plot Date: Sep 24, 2025 - 3:17 pm
LAYOUT: 8

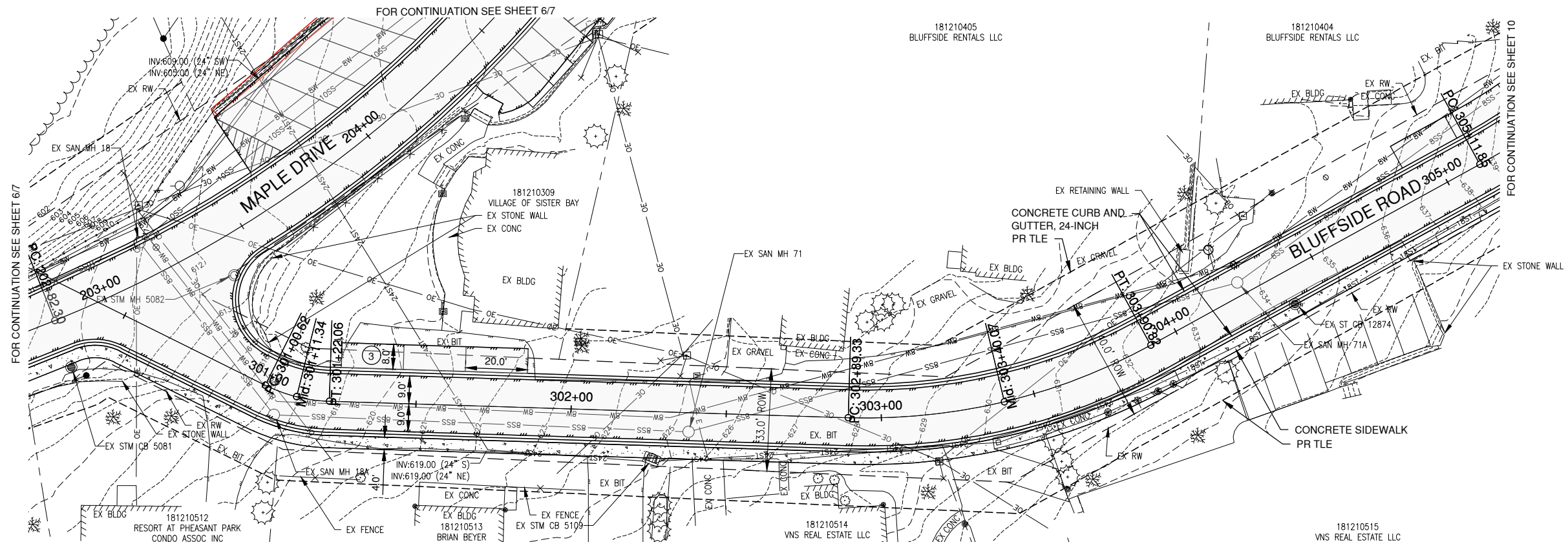
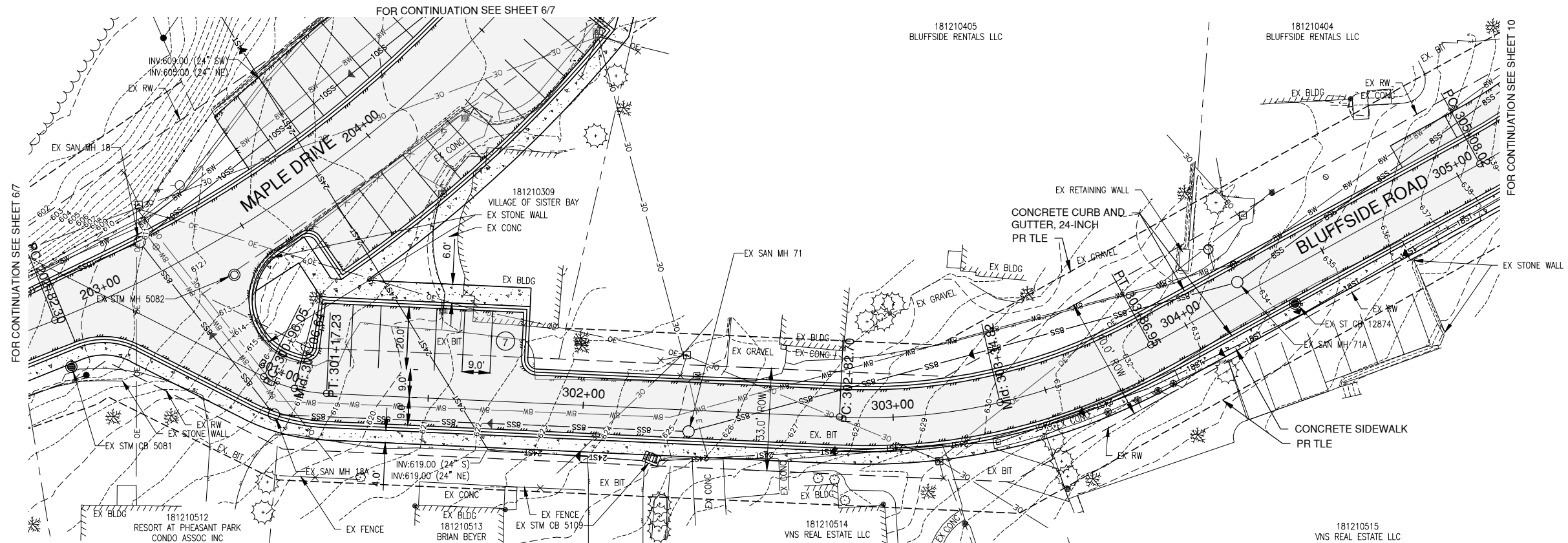
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								JSL

CONTRACT NO.0282-2X-01
202X UTILITY AND STREET CONSTRUCTION
VILLAGE OF SISTER BAY
DOOR COUNTY, WISCONSIN

MAPLE DRIVE
STA. 205+00 TO STA. 209+50

DATE 07/20/25
FILE A: MAPLE DR - CONCEPT PHASE
JOB NO. 0282222

REL Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com



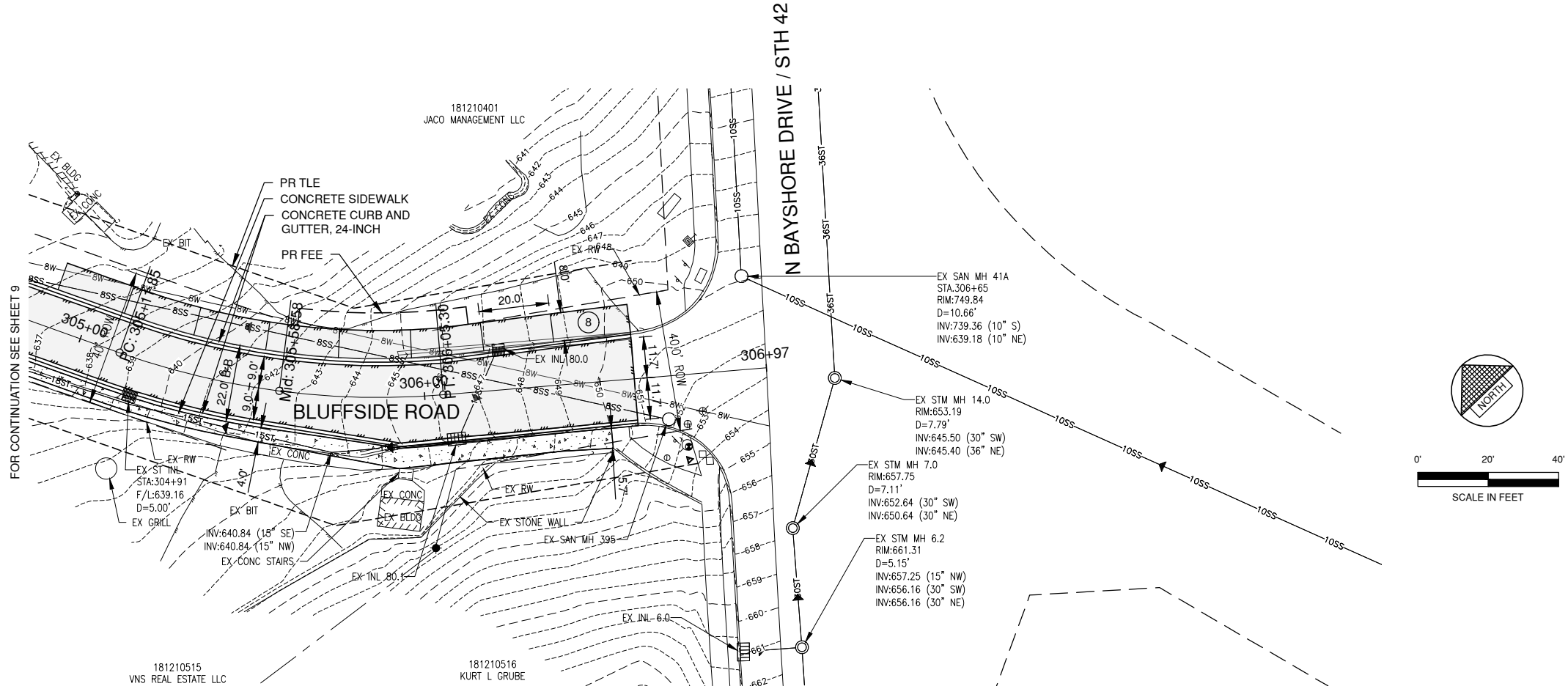
NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN
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								CHECKED
								DESIGNED
								JSL

CONTRACT NO.0282-2X-01
202X UTILITY AND STREET CONSTRUCTION
VILLAGE OF SISTER BAY
DOOR COUNTY, WISCONSIN

BLUFFSIDE ROAD
STA.299+85 TO STA.305+00

DATE
07/20/25
FILE
A. BLUFFSIDE RD - CONCEPT PHASE
JOB NO.
0282222

**Robert E. Lee**
& Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com



File: R:\0200\0282\0282222\A\BLUFFSIDE RD - Concept Phase.dwg
Plot Date: Sep 24, 2025 - 3:51 pm
LAWYER: 10

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN MPNE	CONTRACT NO.0282-2X-01 202X UTILITY AND STREET CONSTRUCTION VILLAGE OF SISTER BAY DOOR COUNTY, WISCONSIN	BLUFFSIDE ROAD STA.305+00 TO STA.306+72.65	DATE 07/20/25 FILE A. BLUFFSIDE RD - CONCEPT PHASE JOB NO. 0282222	REL Robert E. Lee & Associates, Inc. 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com	SHEET NO. 10
								CHECKED					
								DESIGNED JSL					



STAFF REPORT

Northwoods and Ava Hope Development – Park Review

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

The Plan Commission, Housing Committee, and Parks, Properties and Streets Committee agreed to issue an RFP for someone to develop the NE corner of Ava Hope and Northwoods. Tim Halbrook replied to the request. The Plan Commission did an initial review of the site plan and building plans; Housing did a review of the type and rent prices; and the PPS committee is to review the proposal for the park design. We are to offer revisions, or accept as is. The comments then get forwarded to Mr. Halbrook to see if he is interested in pursuing the project. If he is, a Letter of Intent will be sent to the Board to offer Halbrook. After that, the Plan Commission and the Board will work on site plan review, architectural review, and a Development Agreement.

Attached is the site plan showing a neighborhood park along Ava Hope. The park will have a jungle gym playset; picnic tables; benches; charcoal grills; gravel path; some trees. Attached are photos of a potential play set and tables. I am assuming the Plan Commission will require a sidewalk along Ava Hope, which would connect the park to other sidewalks. Our RFP did not ask for a trail or any other improvements.

The parkland is being used by Halbrook to meet his density needs (acreage dictates how many units you can have). The idea was that once the park was developed, he give the village an easement so the public could use the park. Halbrook has mentioned he has liability concerns, so we may want to require that, after development, the park be deeded back to the village.

Another proposal was that by presenting the park as part of the development, Halbrook's maintenance crew (e.g. lawncare crew) would maintain the park area as they would his other property. If deeded back to the village, we might want to require he still maintains the property (via a deed restriction).

Does the above sound reasonable? Anything else we'd like to see at the park? Be advised a developer dedicated \$30,000 towards development of a park at this site. Some of that money will be needed for a sign. If we want extra amenities at the park, we do have money to contribute to the project (e.g. a better playset). I have attached a brochure we received that has very reasonably priced playground equipment, in the event we want to propose something else.



LINEWORX
ARCHITECTURE

2052 COTTAGE ROAD
LITTLE SUAMICO, WI. 54141
PH: 920-621-1133
info@lineworx.us

9 UNIT APARTMENT BUILDING- CONCEPT SITE PLAN

PROPOSED MULTI-FAMILY
DEVELOPMENT SISTER BAY,

WISCONSIN

TIM HALBROOK BUILDERS, INC.

NO	DEVISION DESCRIPTION
1	
2	
3	
4	
5	
6	

DATE: 7-8-25

RAFTED BY: SRW

CHECKED BY: SRW

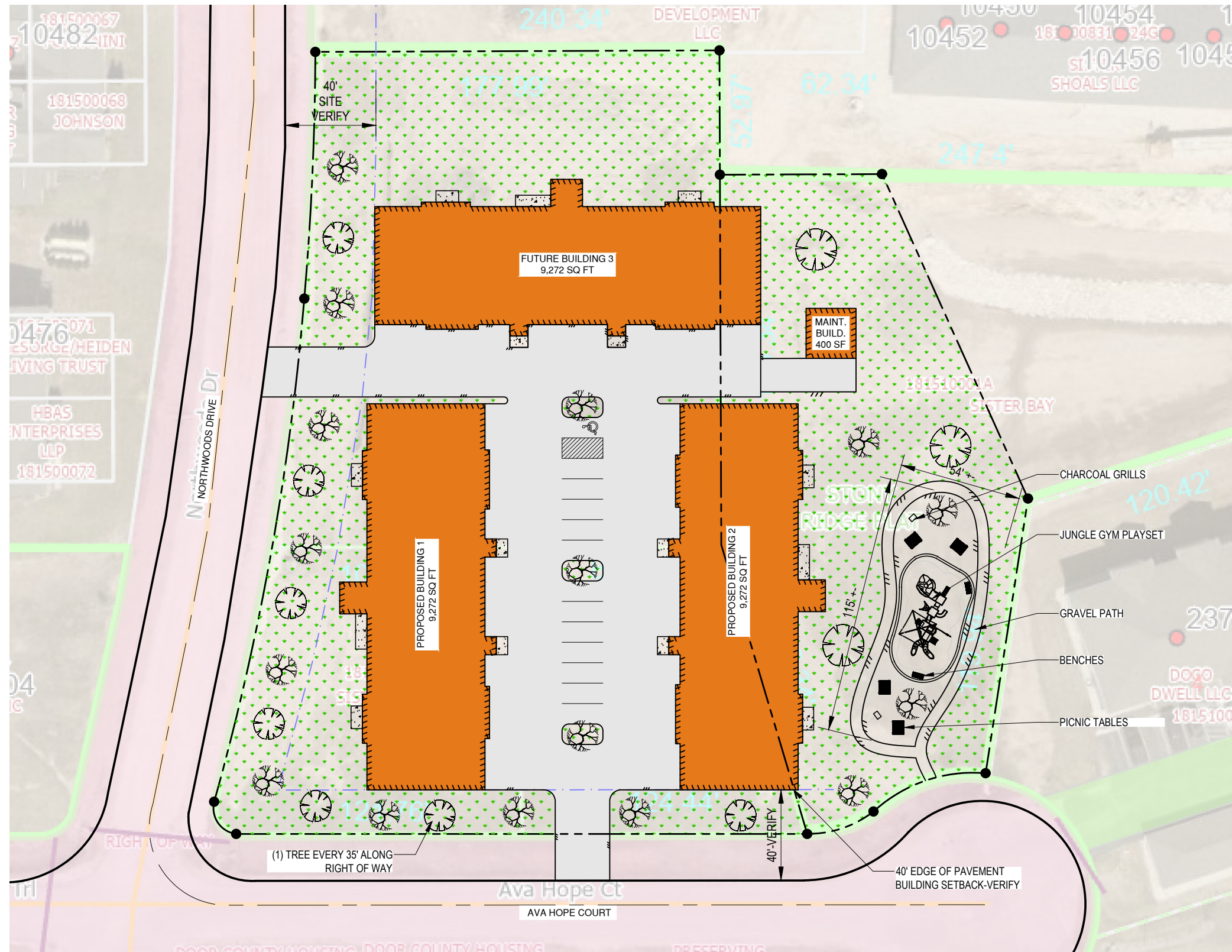
PROJECT NO.: -

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SHEET NUMBER

C101

f 1



1

CONCEPT SITE PLAN

SCALE: 1" = 50'-0"



Preliminary

Tim Halkbrook Builders
Park Plan

28



Example table and grill for park:



PLAYGROUND SALE

Save up to 40% on a new Burke playground!

A playground is more than a place to play. It's where movement starts, friendships form and communities come to life. Right now, save up to 40% on select Burke playground designs and bring Play That Moves You® to your space.



SY-3623

Ages 6-23 months | 8 Kid Capacity
21' x 15' ASTM Use Zone

SALE PRICE: 4,477*



SY-3626

Ages 6-23 months | 6 Kid Capacity
23' x 18' ASTM Use Zone

SALE PRICE: 5,371*



NEW!

SY-3798

Ages 2-5 | 23 Kid Capacity
27' x 23' ASTM Use Zone

SALE PRICE: 9,197*

Burke

Warning: Proper safety surfacing is required under and around all play equipment to help prevent injuries from falls.

BCIBURKE.COM/SALE

**NEW!****SY-3799**

Ages 2-5 | 23 Kid Capacity

25' x 21' ASTM Use Zone

SALE PRICE: \$9,872***NEW!****SY-3800**

Ages 2-5 | 20 Kid Capacity

24' x 26' ASTM Use Zone

SALE PRICE: \$9,886***NEW!****SY-3795**

Ages 5-12 | 27 Kid Capacity

27' x 31' ASTM Use Zone

SALE PRICE: \$10,422*

*Specifications and pricing subject to change without notice. Sale only applies to the Burke Playground Sale structures. No modifications or changes other than color. Pricing does not include: taxes, installation, surfacing or freight. Must order by December 19, 2025, and ship by April 10, 2026. Not applicable with any other offer, discount or grant program. Offer only available to customers in the 48 contiguous United States. Contact your local Burke Representative for details.

**NEW!****IN-3796**

Ages 5-12 | 35 Kid Capacity

33' x 26' ASTM Use Zone

SALE PRICE: \$12,290***SY-3630**

Ages 6-23 months | 21 Kid Capacity

26' x 23' ASTM Use Zone

SALE PRICE: \$12,464***NEW!****NU-3793**

Ages 5-12 | 21 Kid Capacity

27' x 31' ASTM Use Zone

SALE PRICE: \$13,778***Burke**

Warning: Proper safety surfacing is required under and around all play equipment to help prevent injuries from falls.

BCIBURKE.COM/SAL



SY-3496

Ages 5-12 | 42 Kid Capacity

37' x 33' ASTM Use Zone

SALE PRICE: \$14,510*

SY-3431

Ages 2-5 | 42 Kid Capacity

37' x 33' ASTM Use Zone

SALE PRICE: \$14,961***NEW!**

NU-3792

Ages 5-12 | 32 Kid Capacity

31' x 35' ASTM Use Zone

SALE PRICE: \$16,510*

*Specifications and pricing subject to change without notice. Sale only applies to the Burke Playground Sale structures. No modifications or changes other than color. Pricing does not include taxes, installation, surfacing or freight. Must order by December 19, 2025, and ship by April 10, 2026. Not applicable with any other offer, discount or grant program. Offer only available to customers in the 48 contiguous United States. Contact your local Burke Representative for details.

**NU-3687**

Ages 2-5 | 47 Kid Capacity

32' x 34' ASTM Use Zone

SALE PRICE: \$18,452***SY-3678**

Ages 2-5 | 46 Kid Capacity

36' x 27' ASTM Use Zone

SALE PRICE: \$21,129***SY-3717**

Ages 2-5 | 40 Kid Capacity

26' x 34' ASTM Use Zone

SALE PRICE: \$21,303***Burke**

Warning: Proper safety surfacing is required under and around all play equipment to help prevent injuries from falls.

BCIBURKE.COM/SALE



35

SY-3629

Ages 6-23 months | 27 Kid Capacity
27' x 28' ASTM Use Zone

SALE PRICE: \$21,536*



NU-3685

Ages 2-5 | 40 Kid Capacity
33' x 29' ASTM Use Zone

SALE PRICE: \$22,158*



NEW!

NU-3794

Ages 5-12 | 53 Kid Capacity
32' x 43' ASTM Use Zone

SALE PRICE: \$23,917*

*Specifications and pricing subject to change without notice. Sale only applies to the Burke's Playground Sale structures. No modifications or changes other than color. Pricing does not include taxes, installation, surfacing or freight. Must order by December 19, 2025, and ship by April 10, 2026. Not applicable with any other offer, discount or grant program. Offer only available to customers in the 48 contiguous United States. Contact your local Burke Representative for details.

**NU-3428**

Ages 5-12 | 45 Kid Capacity
34' x 36' ASTM Use Zone

SALE PRICE: \$24,005*

**NU-3285**

Ages 5-12 | 38 Kid Capacity
39' x 49' ASTM Use Zone

SALE PRICE: \$28,932*

**NU-3465**

Ages 2-12 | 87 Kid Capacity
45' x 39' ASTM Use Zone

SALE PRICE: \$32,261*





IN-3664
Ages 5-12 | 51 Kid Capacity
39' x 47' ASTM Use Zone
SALE PRICE: \$35,383*



NUNP-3409
Ages 5-12 | 64 Kid Capacity
34' x 38' ASTM Use Zone
SALE PRICE: \$35,822*



NU-3634
Ages 5-12 | 54 Kid Capacity
43' x 38' ASTM Use Zone
SALE PRICE: \$40,328*

*Specifications and pricing subject to change without notice. Sale only applies to the Burke Playground Sale structures. No modifications or changes other than color. Pricing does not include taxes, installation, surfacing or freight. Must order by December 19, 2025, and ship by April 10, 2026. Not applicable with any other offer, discount or grant program. Offer only available to customers in the 48 contiguous United States. Contact your local Burke Representative for details.

**NU-3432**

Ages 5-12 | 69 Kid Capacity

45' x 42' ASTM Use Zone

SALE PRICE: \$47,992***NU-3657**

Ages 5-12 | 58 Kid Capacity

47' x 40' ASTM Use Zone

SALE PRICE: \$49,224***NU-3666**

Ages 5-12 | 96 Kid Capacity

51' x 35' ASTM Use Zone

SALE PRICE: \$58,963*



NU-3437
Ages 5-12 | 45 Kid Capacity
48' x 41' ASTM Use Zone
SALE PRICE: \$69,584*



NU-3637
Ages 5-12 | 87 Kid Capacity
48' x 43' ASTM Use Zone
SALE PRICE: \$72,849*



NU-3607
Ages 5-12 | 113 Kid Capacity
48' x 57' ASTM Use Zone
SALE PRICE: \$129,188*

*Specifications and pricing subject to change without notice. Sale only applies to the Burke Playground Sale structures. No modifications or changes other than color. Pricing does not include taxes, installation, surfacing or freight. Must order by December 19, 2025, and ship by April 10, 2026. Not applicable with any other offer, discount or grant program. Offer only available to customers in the 48 contiguous United States. Contact your local Burke Representative for details.



STAFF REPORT

Pavilion Request

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

An adult community band from Illinois is looking to travel to our area next summer and Waterfront Park is one of the areas they would like to perform at. The ensemble consists of 60 musicians. Their preferred date is July 19, and preferred time is 5:30 p.m., but they are flexible in that SBAA has their movies in the park that night. If they can coordinate their start and end times with SBAA, does the committee approve of them using the pavilion that day? They are a non-profit organization.



STAFF REPORT

Waterfront Park and Marina Park – Use Request

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

I wasn't sure whether this should be brought to the committee, but since the committee likes to know what is going on in the park, I thought it best to run it past you.

Streamline Publishing is hosting a private 'paint-out' from September 28-October 5. The event involves approximately 40 plein air painters setting up easels and painting in parks in various areas around Fish Creek. They want to be in Sister Bay on Thursday, October 2, 2025, and set up in Waterfront Park and Marina Park. The artists are set up in groups of one to two people. Nothing will be sold, rather it is a 'low key' event where artists paint in the parks.



STAFF REPORT

Marina Restrooms

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

The marina is rebuilding their office building, which includes new restrooms. The restrooms east of the office building are available to the public, and the proposal is to have restrooms with showers. The restrooms serve the public (I'm sure marina customers will use them as well, but these are the restrooms that stay open well after the marina has closed for the season). Since the restrooms serve the general public, it has been discussed that the Parks budget should contribute to their cost. How would the committee like to proceed?



STAFF REPORT

Grant Resolution

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

We will be applying for a grant to construct the Highway 42 trail. In order to do so, we need a resolution. Does the committee support the attached resolution going to the Board?

RESOLUTION NO. 2025-XXX**APPLYING FOR A WISDOT TAP GRANT – STH 42 TO EPHRAIM TRAIL**

WHEREAS, the Wisconsin Department of Transportation installed an asphalt pathway along State Highway 42 in Sister Bay, but since its installation the Village has grown, and the demand for non-motorized transportation has increased; and,

WHEREAS, connecting adjacent communities via a non-motorized trail will help advance exercise, inter-jurisdictional travel, while reducing the need for vehicular traffic and its associated safety issues and congestion; and,

WHEREAS, extending the existing Highway 42 off-road route to the communities to the south will help address needs, encourage multi-modal transportation, and be better for public safety and the environment; and,

WHEREAS, due to budget constraints, grant funding is necessary to address such safety concerns.

NOW THEREFORE BE IT RESOLVED, by the Village Board of the Village of Sister Bay staff has been directed to apply for funding in support of a trail along State Highway 42, south to Ephraim, and, proposes to seek funding through the Wisconsin Department of Transportation's Transportation Alternatives Program (TAP).

Introduced at a regular meeting of the Board of Trustees of the Village of Sister Bay held this 16th day of September 2025.

Passed and adopted this 16th day of September 2025.

Nate Bell, Village President

ATTEST:

Julie A. Schmelzer, Interim Village Clerk

VOTE: Ayes _____ Noes _____



STAFF REPORT

Soil Contamination Remediation Discussion

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

Wiltse

As the committee is aware, the majority of the former Wiltse site had soil contamination, and the area near CTH ZZ had arsenic levels beyond acceptable standards. It's the area near ZZ that we were concerned with.

Stantec had first alerted us to the arsenic concerns, and a grant that could help us. We worked with Stantec and Bay Lake RPC to utilize an EPA grant Bay Lake had to do a Phase I and Phase II EPA Assessment of the site. The funding for the project ends at the end of the month, and there are some remediation decisions that need to be made.

Please refer to the attached drawing. The red hatched areas are the areas with unacceptable levels of arsenic. We can either leave them 'as is' and not disturb them (which means no road into the site); cap the red areas with good soil or other material (which, due to size and volume, would be quite costly); scrape about 1'-1.5' of the soil depth away and haul it off site and remediate off site; or, just disturb what we need for the road and take that contaminated soil, remove it, and cap it.

To me, the latter is the best option, especially since the area with high levels of arsenic is also difficult to serve with sewer and water – it's not ideal for development. Additionally, some members of the public have stressed a desire to keep the cherry trees near the road for cultural reasons.

If we scrape off the soil where the road is to be built, we have to 'cap' the removed soil. The most cost effective method would be to not haul it too far away. To do this, we can create berms around the site, which also protect the property from view, reduce noise, and help prevent runoff of the contaminated site onto adjacent properties. If we scrape all the red areas, the berms we need would be the length of the green areas shown on the attached. If we just scrape for the road, the berm would just need to be the length shown on the SW corner of the drawing (about 400'). The 400' berm can be located elsewhere, if we prefer, but the further away, the higher the cost.

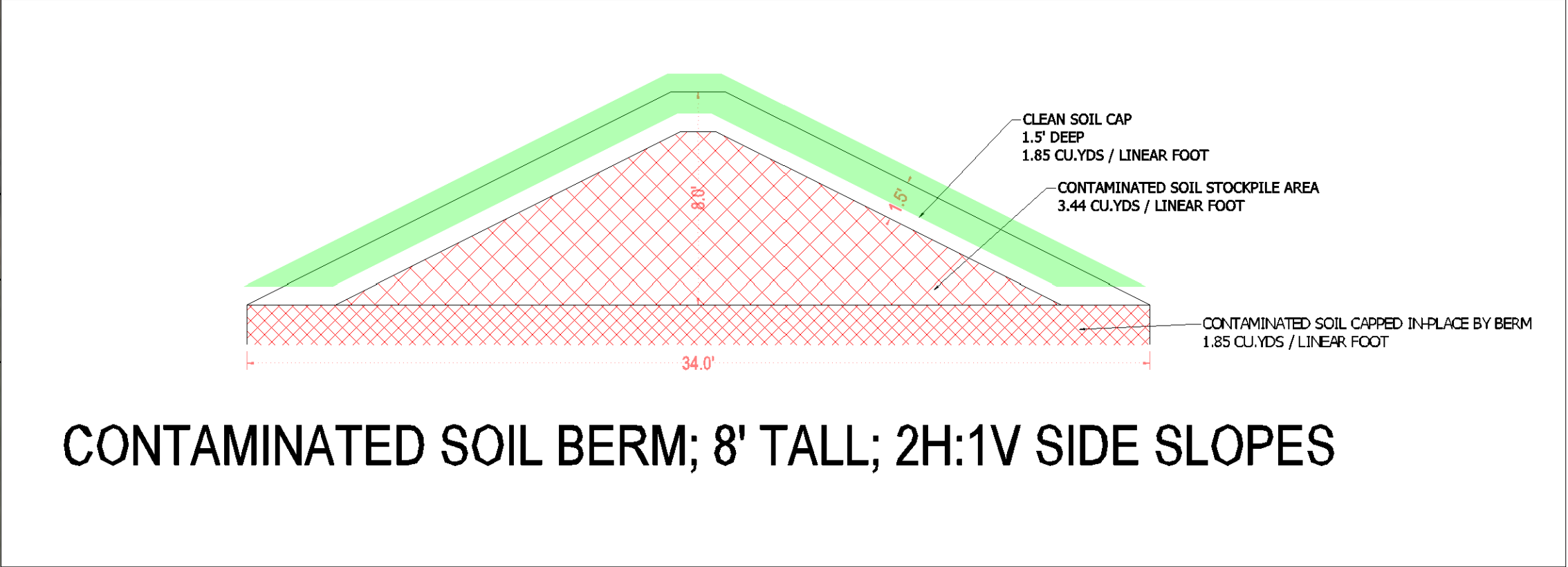
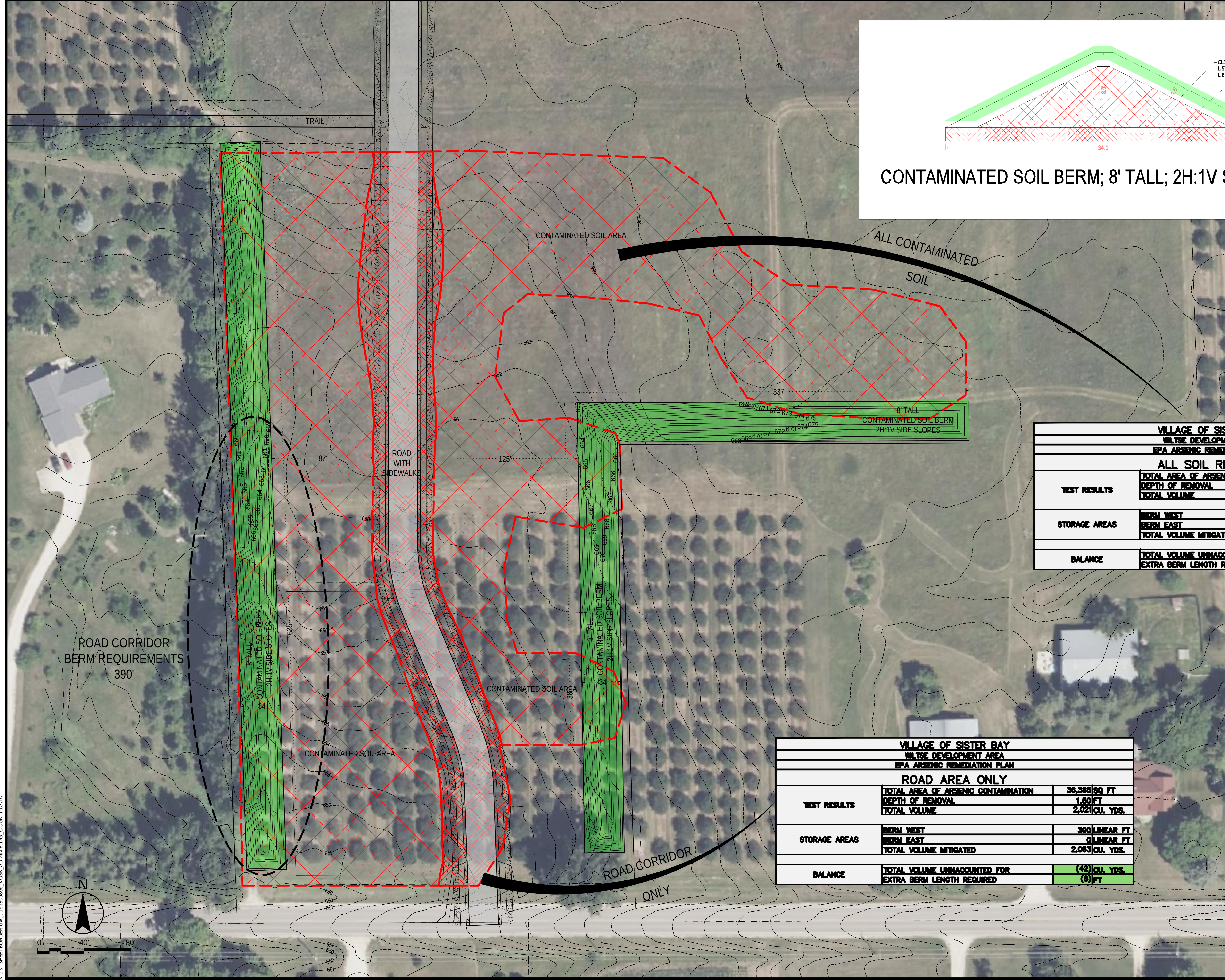
We need to finalize a plan and submit it to the state showing what we plan to do. What are the committees thoughts?

Logerquist

We were hoping there would be enough grant funding to test the proposed community garden sites at the Logerquist site. Since there is not, the committee should either find funding and follow the same process above, or, use only raised beds. This should be considered when selecting any proposed site(s) for a new dog park as well.

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO STANTEC WITHOUT DELAY. NO USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY STANTEC IS FORBIDDEN.

Plot Date: 08/28/2025 - 9:30am
Drawing Name: U:\193806896\TASK 008 - WILTSE EPA\CAO\193806896_VOSB - WILTSE EPA - ENG.dwg
User: SHEET BORDER.dwg, 193806896_VOSB - ADMIN.BLDG - COUNTY DATA



CONTAMINATED SOIL BERM; 8' TALL; 2H:1V SIDE SLOPES

VILLAGE OF SISTER BAY		
WILTSE DEVELOPMENT AREA		
EPA ARSENIC REMEDIATION PLAN		
ALL SOIL REMOVED		
TEST RESULTS	TOTAL AREA OF ARSENIC CONTAMINATION	207,960 SQ FT
	DEPTH OF REMOVAL	1.50 FT
	TOTAL VOLUME	11,553 CU. YDS.
STORAGE AREAS	BERM WEST	728 LINEAR FT
	BERM EAST	628 LINEAR FT
	TOTAL VOLUME MITIGATED	7,142 CU. YDS.
BALANCE	TOTAL VOLUME UNACCOUNTED FOR	4,411 CU. YDS.
	EXTRA BERM LENGTH REQUIRED	834 FT

VILLAGE OF SISTER BAY		
WILTSE DEVELOPMENT AREA		
EPA ARSENIC REMEDIATION PLAN		
ROAD AREA ONLY		
TEST RESULTS	TOTAL AREA OF ARSENIC CONTAMINATION	36,385 SQ FT
	DEPTH OF REMOVAL	1.50 FT
	TOTAL VOLUME	2,021 CU. YDS.
STORAGE AREAS	BERM WEST	390 LINEAR FT
	BERM EAST	0 LINEAR FT
	TOTAL VOLUME MITIGATED	2,063 CU. YDS.
BALANCE	TOTAL VOLUME UNACCOUNTED FOR	(42) CU. YDS.
	EXTRA BERM LENGTH REQUIRED	(0) FT



STAFF REPORT

Administration Building, Setbacks, and Suitability

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

Before the committee makes a recommendation to the Board on the desired site for a new administration building, more information was requested from the committee. Last month's minutes read,

g. New Administrative Building Siting

The committee discussed the recommendation from an ad hoc committee to locate the new administrative building at the site of the old Parks Maintenance Facility. This differed from the committee's previous preference for the Logerquist property.

Laszkiewicz and Bell supported the ad hoc committee's recommendation, while Ahrens and Bhirdo favored the Logerquist site. Ahrens reminded the group the property was purchased with the building in mind, and has already been designed to fit the site. Bhirdo reminded them the Logerquist site was second on the ad hoc committee's list, so it was still a favorable site. Howson argued she was never aware the village was purchasing the Logerquist site.

Concerns were raised about the Parks Maintenance site including setback limitations, parking constraints, congestion in the downtown area, and potential soil issues from previous dumping at the site.

The committee also discussed building size, with Howson suggesting the current design was too large and Bhirdo arguing that adequate space was needed for future growth.

Motion to engage Stantec to determine the setbacks on the parks lot for the September meeting if possible, and to look at projected costs for stormwater management made by Howson, seconded by Laszkiewicz. Motion carried – all ayes

1. Attached is the drawing from Stantec. The area that can be used for a new building is highlighted in yellow. Obviously, this wouldn't be all building, but would also be used for parking, etc.. The area available for parking beyond the 'buildable area' is also shown on the diagram. The steeper area is not included.

The existing building is about 60' x 120', or 7200 sq. ft. If you assume a building is the same size, or even 6000 square feet (a size previously mentioned), there is 12,050 – 13,250 for the sidewalks, parking, parking islands, loading and unloading, and dumpsters (this does not include the area for parking outside the buildable area, which closely matches what we must provide for the library).

You need probably 2 loading and unloading areas (code base sit on building size), at 250 sq. ft. each. That leaves 11,550 - 12,750 sq. ft.

You need a 6' wide sidewalk around the building, 3' from the building. Using the current building as a possible size, and sidewalks on just 3 sides, you need to deduct 2700, leaving 8850 – 10,050 sq. ft.

Of that area available for asphalt, you would have 8,407 – 9,548 sq. ft. left for parking, drives, and dumpster.

A new building, with 50 seats in the meeting room (instead of 75, as currently proposed), plus parking for 7 trustees and 7 staff, requires 31 stalls. 31 stalls are each 9' x 20', or 5,580 sq. ft. This does not include drives, but leaves 2,827 – 3,968 sq. ft.

Assume just one driveway is needed, and all stalls fit along that one driveway. The driveway would be 144' long, parking on both sides of the 22' aisle, leaving -341 to 800 sq. ft. of land. (Dumpster space is still required.)

Please recalculate this for yourselves to ensure my math is correct.

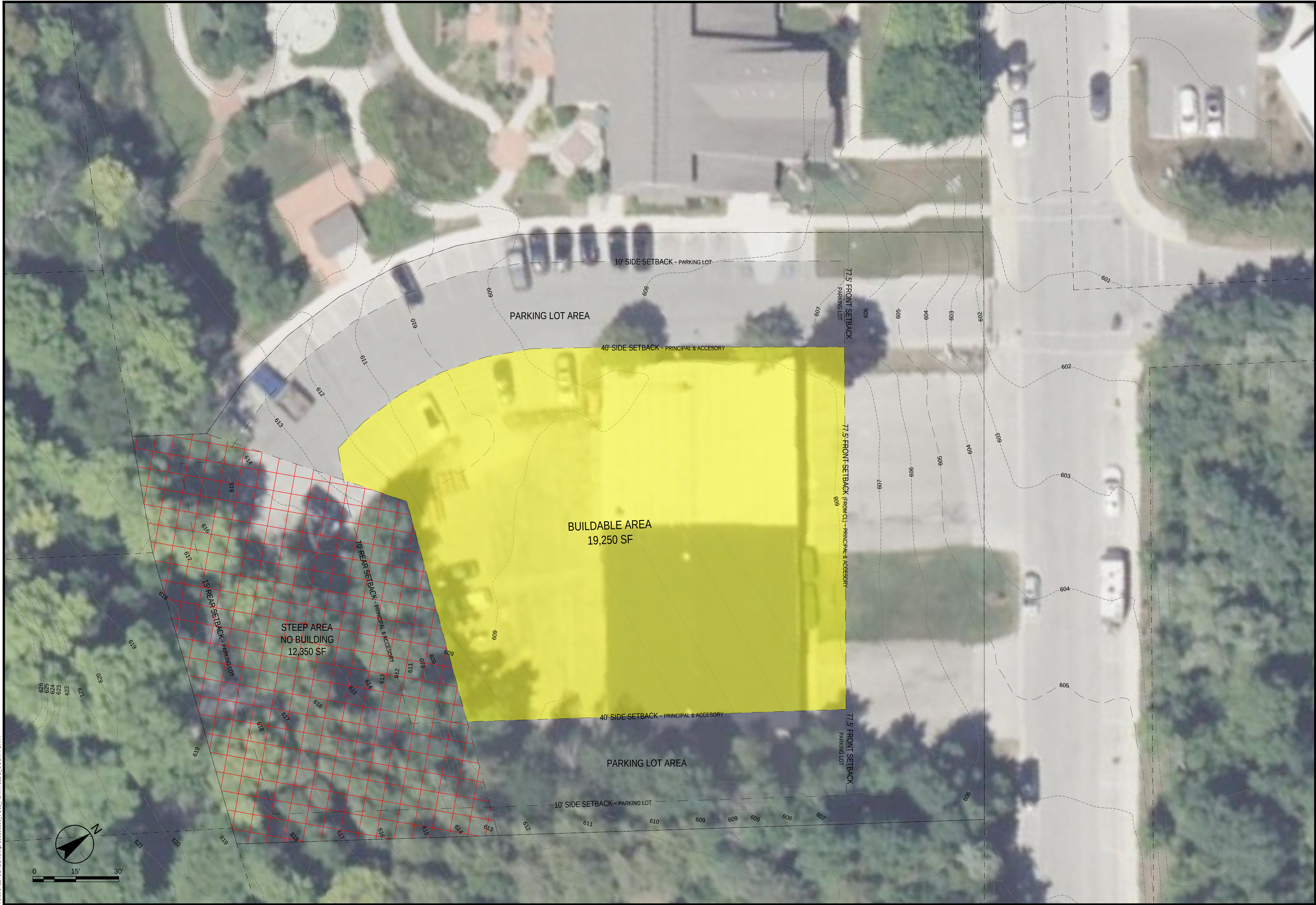
2. Stantec did say we could drain the site by trenching under the road and emptying it into the wetland on the north side of the road. A settlement pond would be required to catch the runoff before draining it to the wetland.

It is unknown yet if the DNR would consider our project a redevelopment/infill project, or, anew, which requires the above or a pond. If considered redevelopment, we could get by with larger parking islands with bio-infiltration swales (which would reduce the amount available for parking).

3. People have mentioned the site was a dump site, although DNR records do not show the site as a dump site. People have mentioned the site is a wetland, but records show it is not on the DNR wetland map, rather we know a portion below the steeper area gets pretty wet, likely from water seeping out of the outcropping or draining from the higher portion of the lot which abuts Maple Drive. To ensure we do not run into soil issues warranting added construction costs, I contacted a soil scientist and got a quote to do soil borings. The cost would be \$5925. Do we want to recommend to the Board we pursue this contract?

[illegible]

SHEET NUMBER
SETBACK





STAFF REPORT

Post Office Appraisal

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

As previously discussed, we wanted an appraisal of the post office. The Board supported the recommendation, up to \$2000.

In order to do the appraisal, we need an MAI appraiser. The nearest one is in Kewaunee County. He expressed the USPS wants a lot of information not normally found in an appraisal, and the cost would be \$6000. How would you like to proceed?



STAFF REPORT

Binocular References & Order

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

At the last meeting we discussed the Waterfront Park stand binoculars, and Chair Howson volunteered to contact references. The minutes read,

“Howson volunteered to call other communities using Tower Optical binoculars to gather feedback on their experience, particularly regarding clarity and maintenance requirements.”

If Chair Howson’s references check out, are we ready to proceed with this order? We are behind schedule and may not be able to get the concrete poured this fall. Can we please make a decision on this matter?

Attached are last month’s spec reports.

Oberwerk (oberwerk.com)

Ohio company. Does not have the 'old school' looking viewers we originally discussed. Offer a 'binocular telescope'. Prices range from around \$1000 - \$6300, depending on style. Not the type of equipment we would leave outside so not included in chart on last page of addendum.

**SeeCoast** (seecoast.com)

Alabama company. A more modern viewer. Aluminum. Dual base options for both stand up and ADA. (Considerations: Will this match the historic sign/museum/stone work adjacent to the binocular? Is material and weight vandalism proof?)



Viewer Specs

Height: 58" (147.320 cm)

Weight: 55 Lbs. (24.947 kg)

Castings: 356 Alum. Alloy

Column: 2 ½" Diameter

Standard Base: 9 inch diameter (25.400 cm diameter)

Binocular Width: 12 Inches (30.480 cm)

Binocular Length: 18 Inches (45.720 cm)

Housing Movement: 360° Rotation, 50° Up and 45° Down

Power: 10X40

Field of View: 366' at 1,000 Yards (111.862 meters at 914.400 meters)

[Get a Quote](#)



Viewer Specs

Height: 60 inches (1.524 meters)

Weight: 95 Lbs. (43.091 kg)

Castings: 356 Alum. Alloy

Column: 4 ½" Diameter Alum. Stanchion (11.430 cm diameter)

Standard Base: 30 inch diameter (76.200 cm diameter)

Binocular Width: 12 Inches (30.480 cm)

Binocular Length: 22 Inches (55.880 cm)

Housing Movement: 360° Rotation, 40° Up and 40° Down

Power: 10X

Field of View: 366' at 1,000 Yards (111.557 meters at 914.400 meters)

Coin Chute: 25¢ Standard U.S. Coins (foreign coinage available)

Timing Mechanism: 90 – 120 seconds

Base Options:



Vellardi (vellardi.com)

‘Luxury’ binoculars. Made in Italy, near Venice. Stainless steel. Stand up and ADA. Below is the Lux and Cielo Edition. Specs on next addendum are based on the Cielo model in that it is their lowest cost model, prices are for both Lux and Cielo.

Vellardi Public Binoculars and Telescopes



Tower Optical Co., Inc (toweropticalco.com)

This is the one we previously considered. Made in Connecticut. (Considerations: Will this match the historic sign/museum/stone work adjacent to the binocular? Is material and weight vandalism proof?)



10×42 manual-focus binocular with fully multi-coated lenses and high quality BaK-4 prisms. The image appears 10 times closer than seen with the unaided human eye. A wide field of view (318 feet @ 1,000 yards) allows you to easily locate an object for up-close viewing. We have found that this binocular is most convenient for the general public to use. It produces a sharp, stable, well-defined image and allows the user to manually adjust the focus to meet individual needs.

	Mark I	Mark II	Lux Cielo	Tower Optical
Magnification	10 x 40	10 x ?	8 x	10 x 42
Field of View at 1000 yards	366'	366'	354'	318'
Housing Movement	360°/50° up/45° down	360°/40° up/40° down	360°/30°	360°/45° up/22° down
Material	Alum alloy	Allum alloy	Alum alloy and stainless steel	Chrome/brass/cast iron
Weight	55 lbs.	95 lbs. (approx.)	66 lbs.	300 lbs.
Height	58"	60"	64"	63"
Cost			Lux \$9981 + Cielo \$8758 + \$2034 duties and fee + \$1788 shipping (per viewer)	\$9500 + \$500-800, dependent on location (per viewer)



STAFF REPORT

Historic Signage

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

At last month's meeting we decided we wanted a longer sign board, and smaller pedestals. The designer cannot do one long board, but can do two boards. She also said the mason could design smaller supports, as long as the metal frame mounts fit on them. Perhaps we consider 18" square supports?

Attached is a flyer with the old design, but showing two boards. I'm assuming we'd want the signs in line, vs. angled as shown. Does the committee agree?

This flyer also shows examples of signs for phase 2, or the individual site signage we previously discussed. Is there a certain style we prefer?

Also attached is a cost estimate. Do we want to proceed? Or just proceed with phase 1 right now?

We are behind schedule aligning a contractor to pour the slabs, so if we can, we should try to make a decision on Phase 1.

We will need to identify the exact location at next month's meeting.

Phase One

VILLAGE OF SISTER BAY

History of the Village Wayside Exhibit

History is the foundation for strong, vibrant communities. A place becomes a community when wrapped in human memory as told through family stories, tribal traditions, and civic commemorations.



The rich history of the Village of Sister Bay provides an incredible interpretive opportunity to engage and cultivate interest in community while exploring the natural and cultural stories of the area.

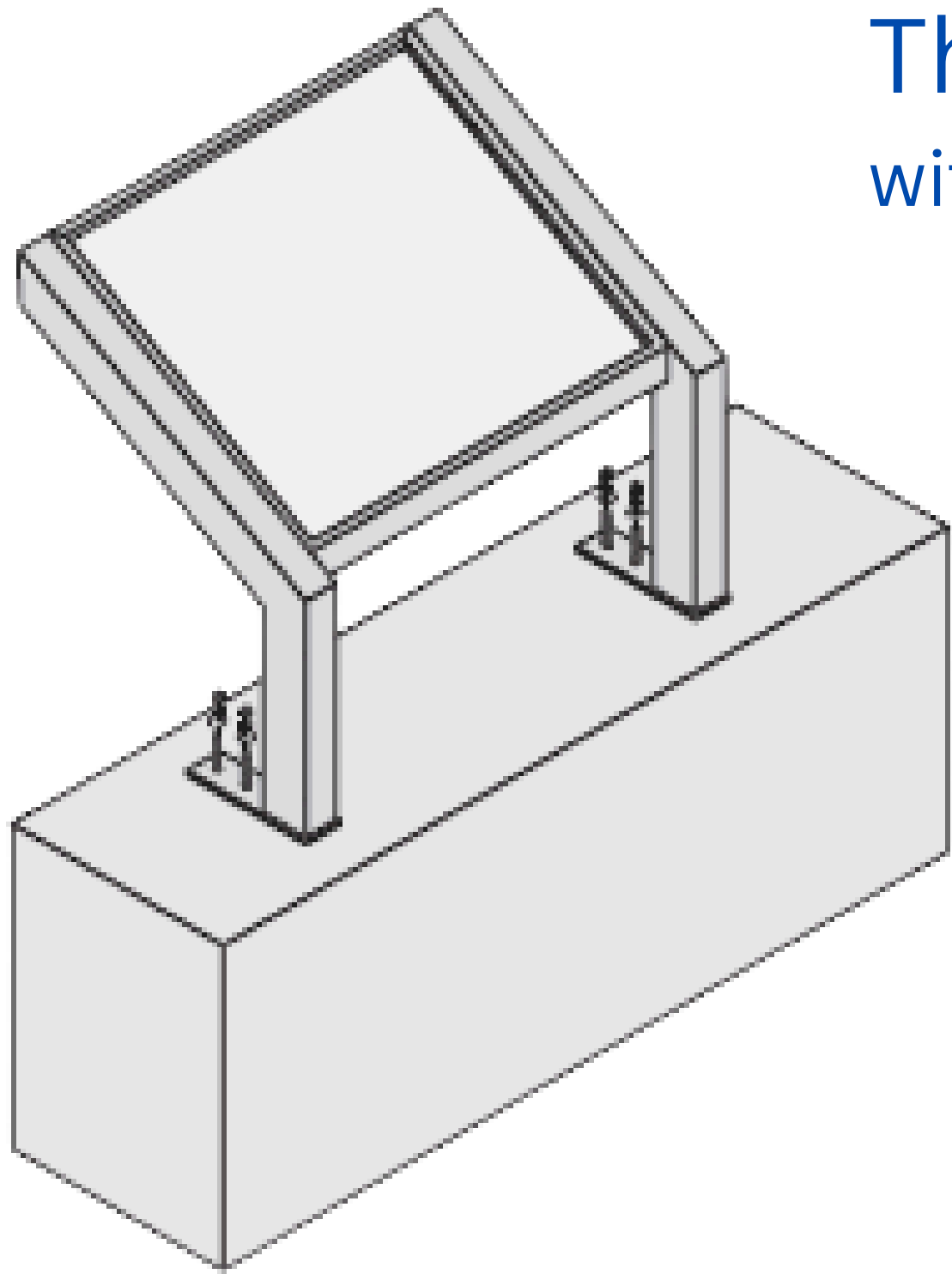


The Village of Sister Bay | Interpreting Our Natural and Cultural History

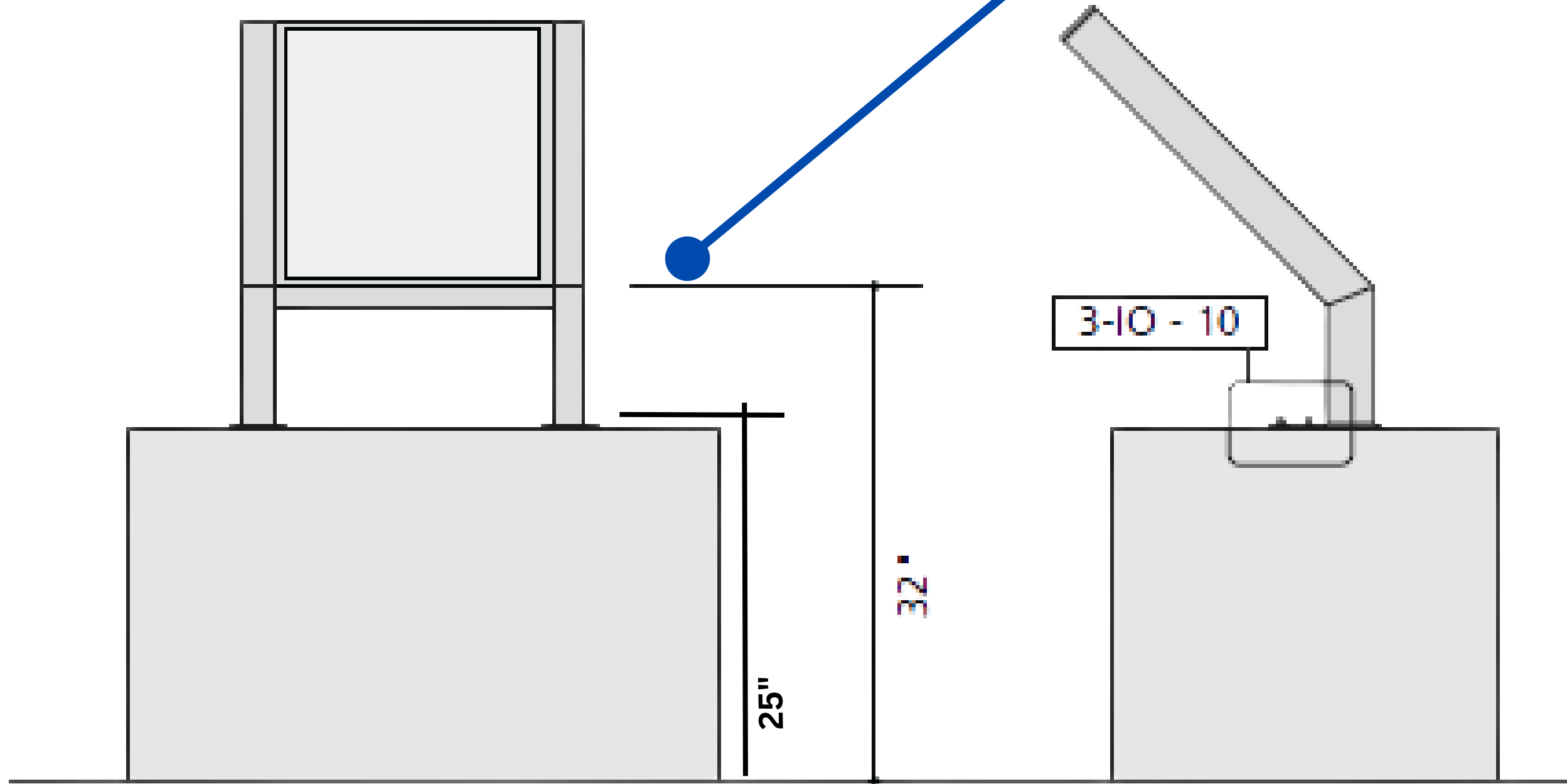
Lake Ledge Naturalist, LLC

Phase One
VILLAGE OF SISTER BAY
History of the Village Wayside Exhibits

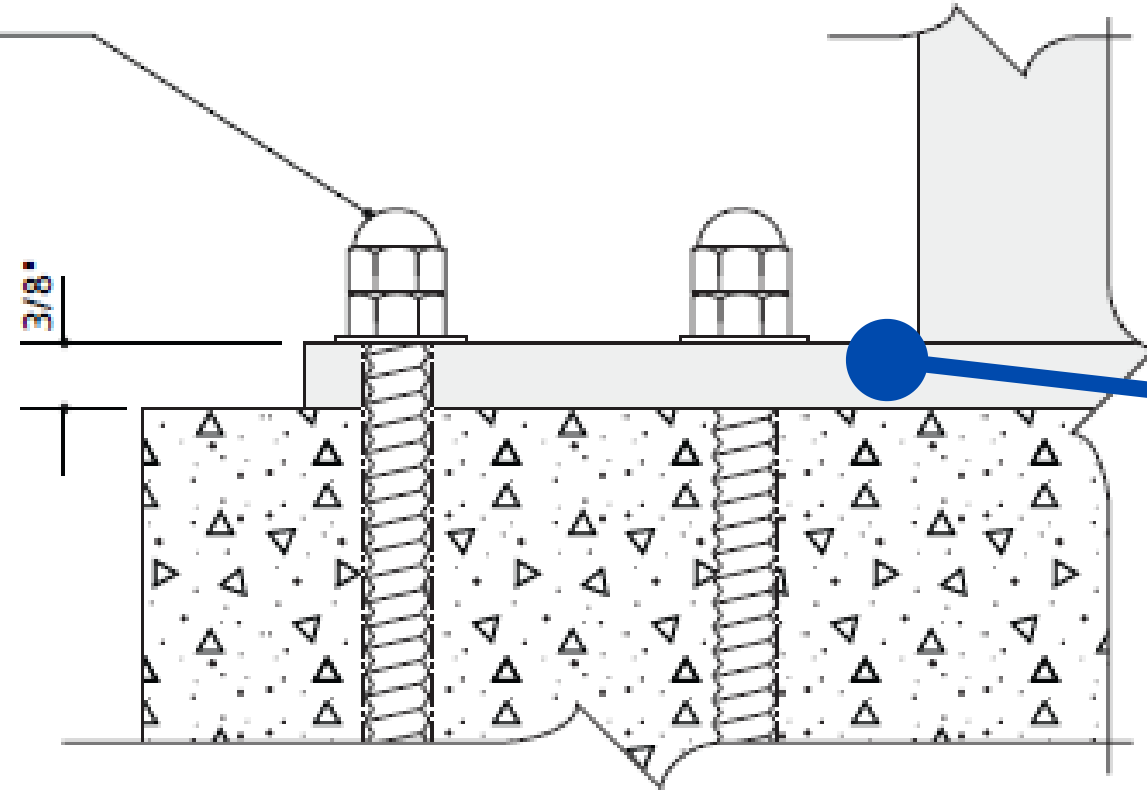
Panel Dimensions 6'L x 2'W
Three Stone Pedestals 25"h each
with flat stone surface for mounting base legs



Ground to bottom of
frame must be 30-32"
to be ADA compliant



3/8" -16 x 14"
Stainless Steel
J-Bolt with
Matching Nuts
and Washers



Phase Two

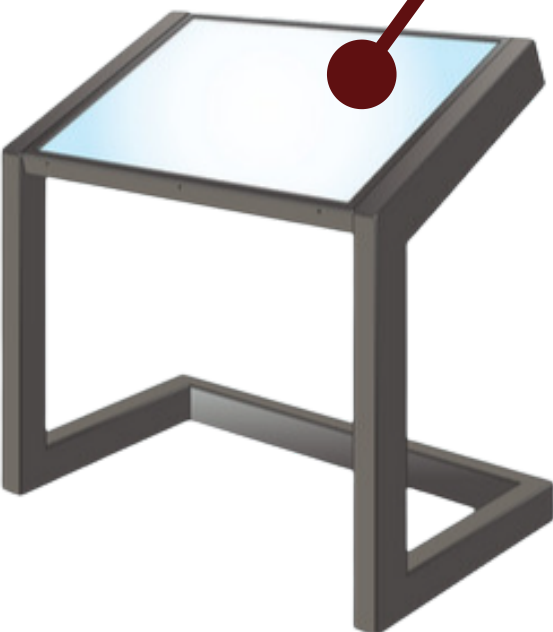
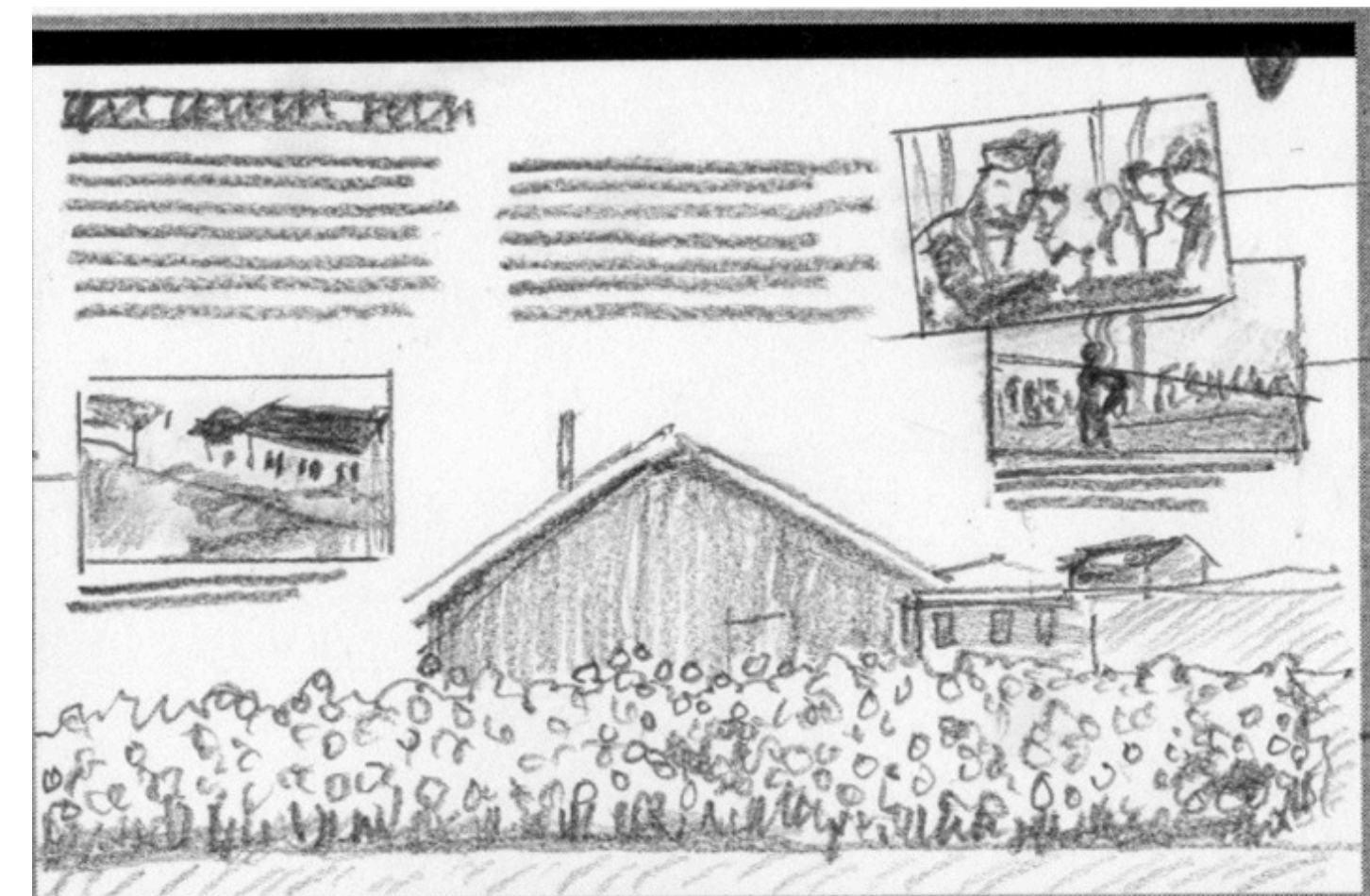
VILLAGE OF SISTER BAY

Interpretation of Historic Sites

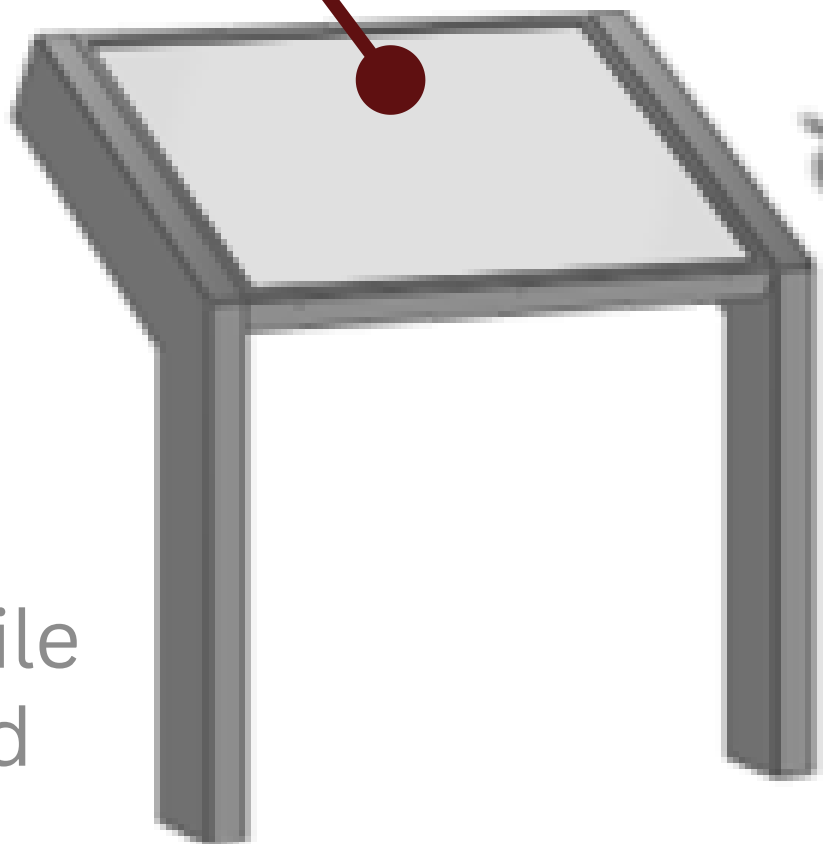
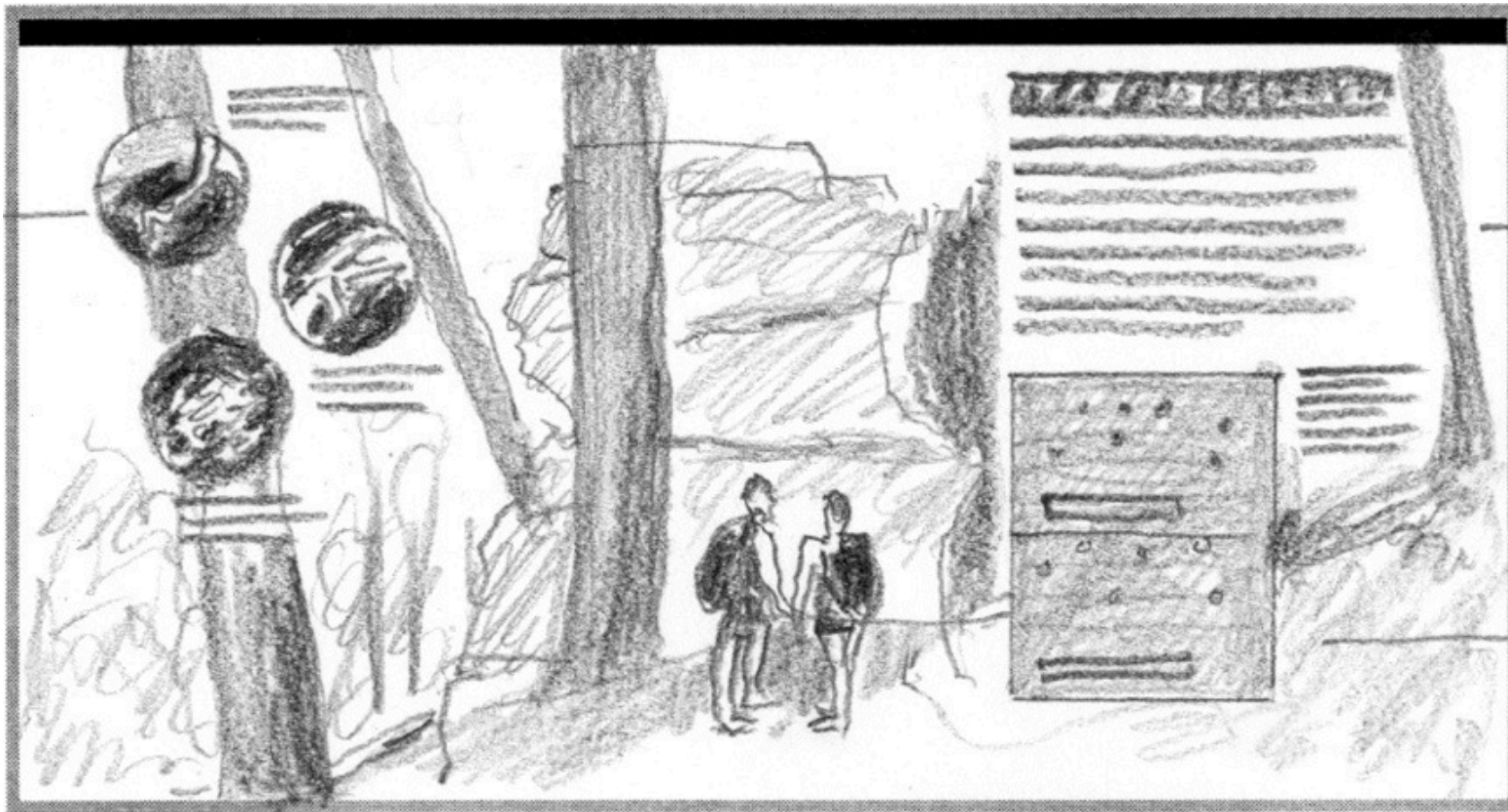
History is a catalyst for economic growth. Communities with a strong sense of historical character attract talent, increase tourism revenues, and fortify local economies.



The interpretive planning and design process develops exhibits that reflect site significance while protecting and preserving the resource.



Low Profile
Free Standing



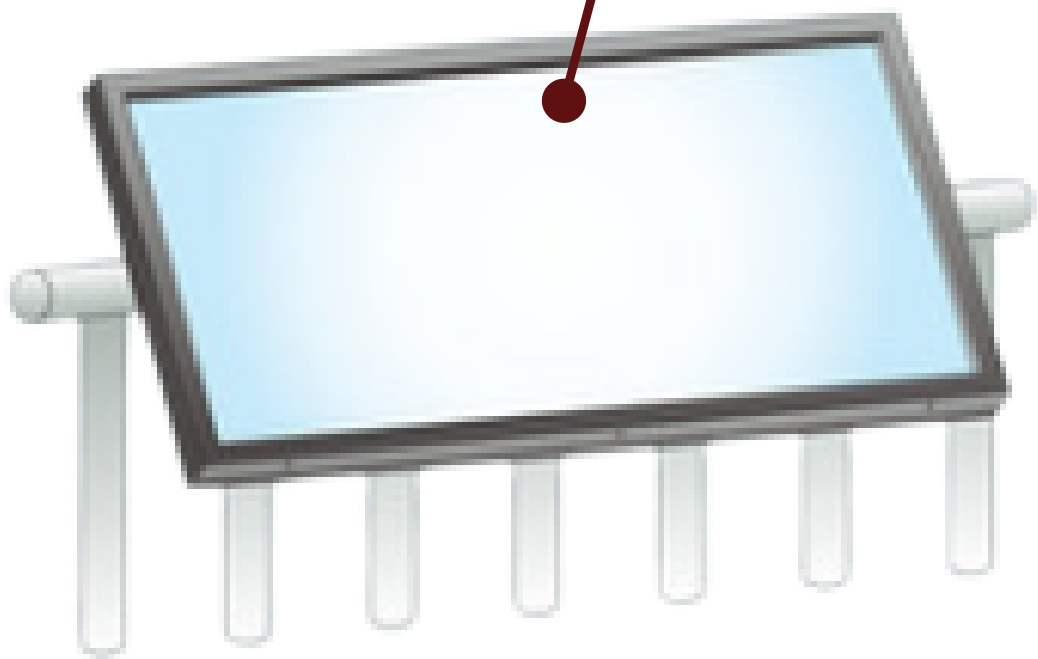
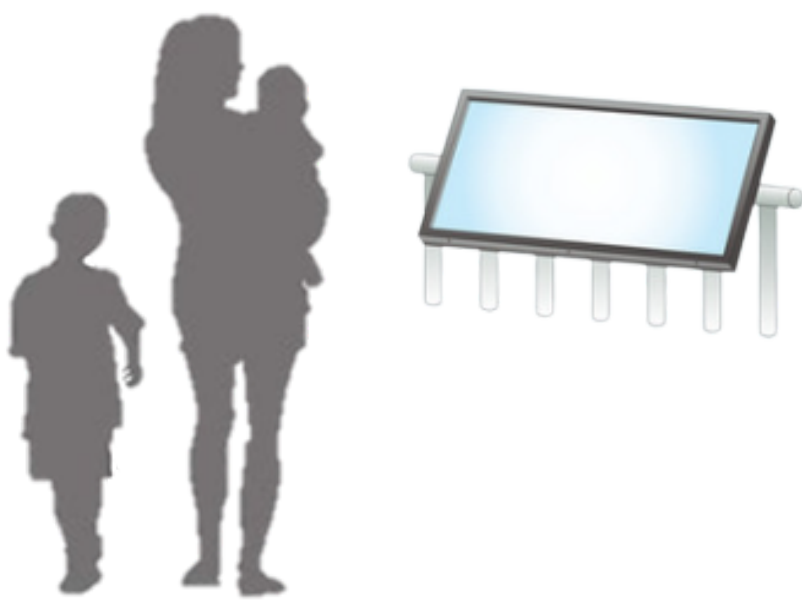
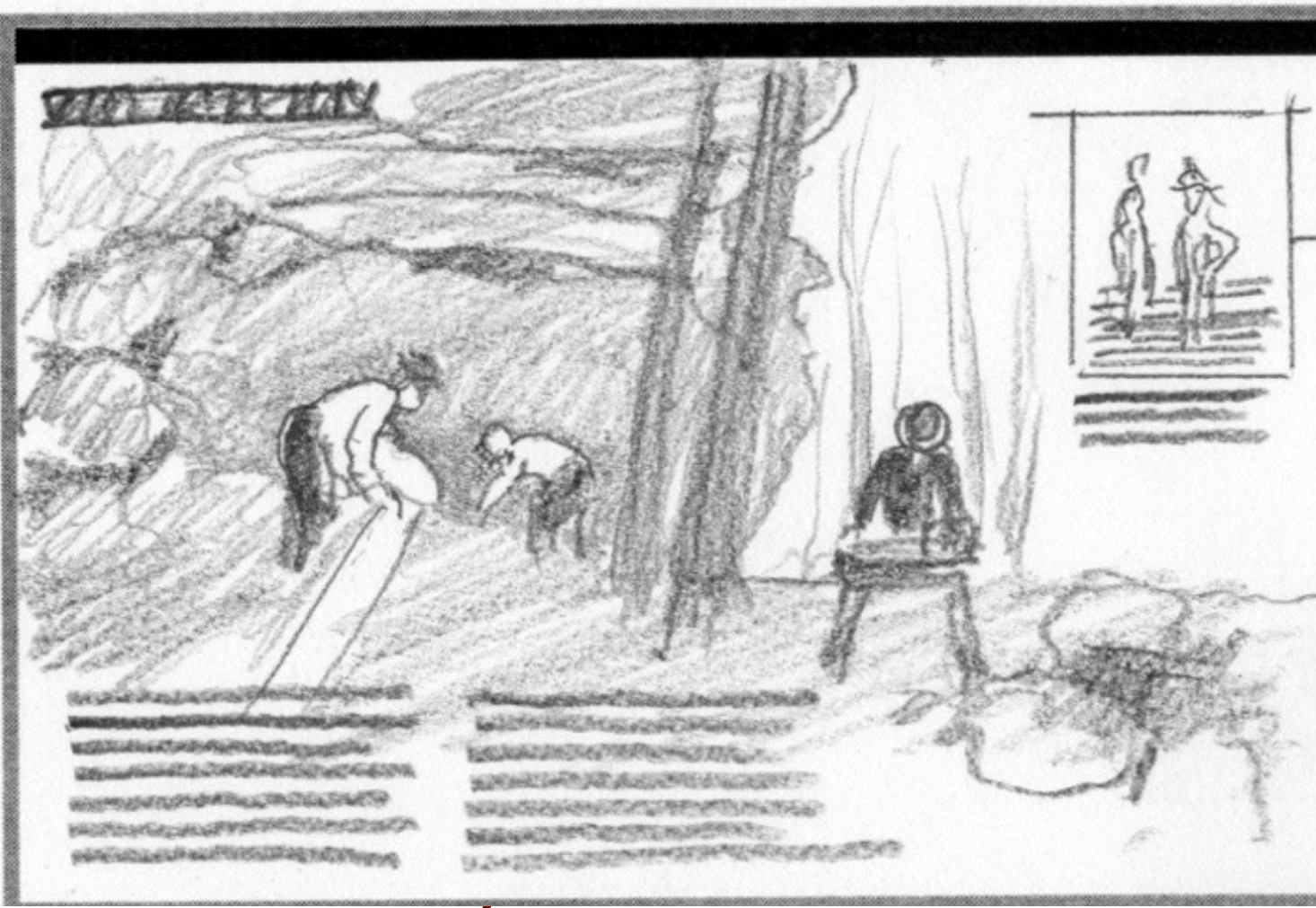
Low Profile
In Ground



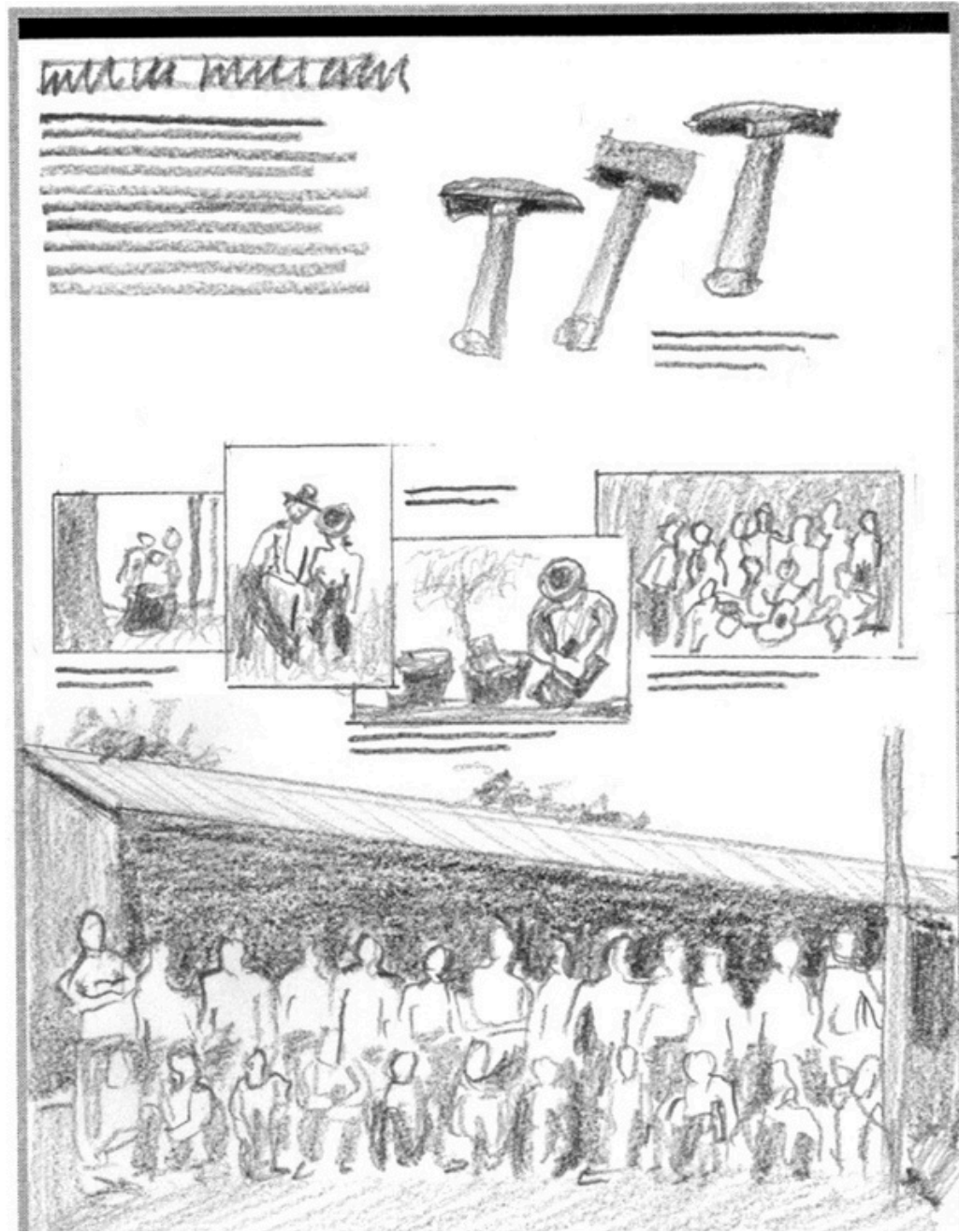
History, saved and preserved, is the foundation for future generations.
By preserving authentic and meaningful images, stories, and places, future generations have a foundation to know what it means to be a member of the civic community.



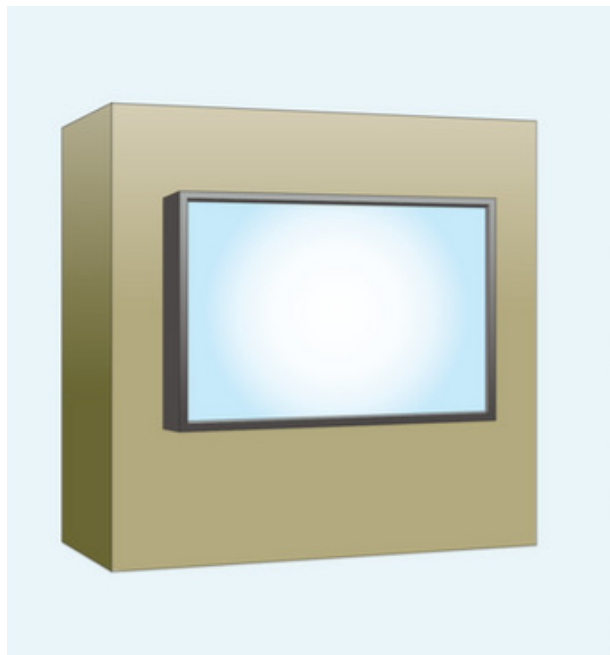
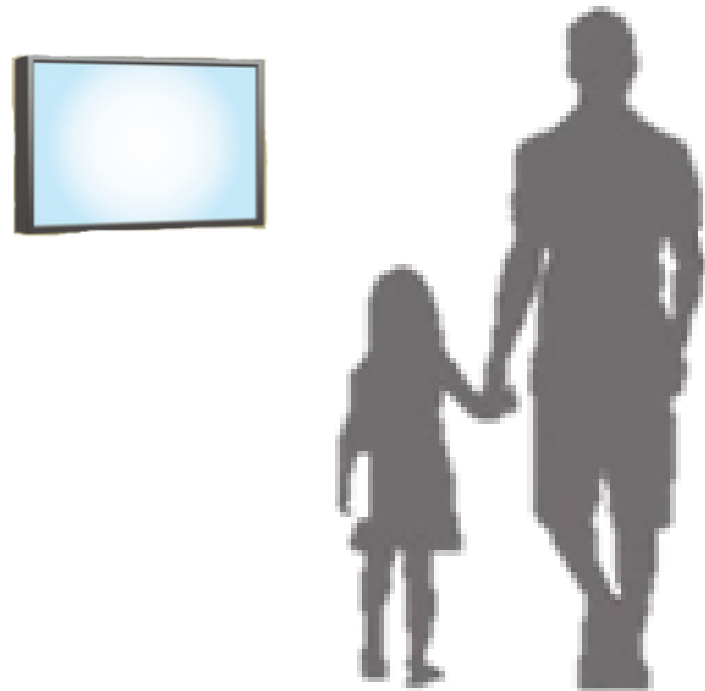
Interpretation is an effective communication strategy specifically designed to reveal underlying meaning to the visitor through first-hand involvement with a landscape, natural feature, or site.



Rail Mount



Upright Exhibits



Wall Mounts
Wall Plaques

Interpretive Development | Exhibit Design | Fabrication

31-Aug-25

PROJECT DESCRIPTION

Phase One: to provide the Village of Sister Bay with all labor, materials, services, project management and facilities necessary to professionally concept, plan, research, write, design, and fabricate two low profile wall mount history panel exhibits. Phase Two: Five wayside exhibits at select historical sites and natural history locations in and around the Village. See attached renderings.

	SERVICES AND DELIVERABLES	COST ESTIMATE
PHASE ONE	Historical Timeline of the Village Two 6x2' exhibit panels Two 6x2' low profile custom baseplate mounts and frames to bolt to stone pedestals.	\$25,000
PHASE TWO	Interpretation of Historic Sites in the Village 5 exhibits with natural, cultural and architectural themes Locations, sizes and mounting methods will be determined based on each site-specific need.	\$22,000

Thank you for the Opportunity
Julie Hein, Owner
Lake Ledge Naturalist, LLC
a woman-owned small business



PLEASE NOTE THIS A CONFIDENTIAL DOCUMENT

With the intended sole purpose being an Estimate Request between Lake Ledge Naturalist, LLC and The Village of Sister Bay It may not be used as an example or replacement for any bid documents intended for use by other bidders, employees, clients, contractors, or sub-contractors. *Each project is unique. This quote is specific to Newport State Park and the requirements of this project.*



STAFF REPORT

Ice Rink Land Lease

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

Need a motion to suspend the rules and allow reconsideration of our action in June to recommend a land lease for the Friends of the Ice Rink to be forwarded to the Board.

Situation/Observation: At last month's Board meeting, at the meeting, the Board voted to alter the contract term in the Operating Agreement. That impacts the Land Lease. In reviewing the matter, the new date creates an issue, but I also found an error.

Land Lease approved in June:

Term begins June 1, 2025

Term ends June 30, 2035 (auto renews for a 10-year period – **term ends June 30, 2045**)

Operating Agreement approved in August, amended on floor:

Term begins April 1, 2026

Term ends April 1, 2036 (auto renews for a 10-year period – **term ends April 1, 2046**)

The previous draft of the Operating Agreement began the date the agreement was signed [August 2025] and ended December 31, 2035 (with renewal, 2045). This draft allowed the group to access the property and begin work prior to actually beginning construction and operating a rink.

Impact: The Land Lease ends before the Operating Agreement. Technically (absent 'mutually agreed upon extensions'), you have an agreement that says they can operate an ice rink for ten months but have no lease rights/access rights (or other rights or obligations in the land lease).

Action requested: The new Operational Agreement has been signed and notarized, the Land Lease has not. At this point it is easiest to revise the Land Lease. Ideally, have the term match that in the Operating Agreement, or six months after the Operating Agreement's term ends, like we previously presented. This means the lease would need to be revised to have an effective term ending *at least April 1, 2036* (six month 'clean up' period recommended though, meaning an ending date of October 1, 2036).



STAFF REPORT

Fee Schedule

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Author: Julie A. Schmelzer

We recently discovered w should be charging taxes on our rentals. Below are the current rental rates in the fee schedule. These rates differ from the applications, and don't provide a fee for non-profit organizations. How would we like to proceed? Should any fees be revised?

Rental Fees (Security deposit may be required;
rates include sales tax) Facility Rentals:

Village Hall	\$30/hr. or \$200/day
Gazebo	\$75/day
TKH Building	\$75/day
Sports Complex Pavilion	\$150/day
Sports Complex Ball Fields	\$50/day
Sports Complex Tennis/ Pickleball Courts	\$10/2 hr. time block
Fire Station – Lg. Meeting Rm	\$50/day
Fire Station – Sm. Meeting Rm	\$25/day
Park/Special Rentals: (Cost is Friday-Monday to accommodate tent rental companies)	
Waterfront Park	\$75/day
	(Tented event) \$1900 (May, June, Sept, Oct.)
Waterfront Park	(Tented Event) \$3500 (July & August)
Marina Park	\$50/day
	\$1500 (May, June, Sept, Oct.)
Marina Park	\$2500 (July & August)
Ice Rink Tournaments	\$1500 plus \$1000 retainer for clean-up and repair

There is a \$1000 security deposit on: Waterfront Park and Marina Park

There is a \$1500 security deposit on: Ice Rink tournaments

There is a \$500 security deposit on: Village Hall and Fire Station

Applications say there is a special rate for non-profits, but its not written in the fee schedule anywhere. What is it/should it be?



PARKS & STREETS DIRECTOR'S REPORT

Date: September 8, 2025

Board/Committee: Parks, Property & Streets Committee

Re: Monthly Report

Author: Erik Linczmaier, Director

1. The windstorm that took place 8/9/2025 did not spare the Village from its share of downed utilities and trees. Staff worked incredibly hard over eight days to clean everything up. I have been communicating with the county's Emergency Manager to see if the Village can qualify for FEMA reimbursement funds. We continue to get calls, and are still answering calls to see if we can help (we can only help along public roads).
2. Marina Fest went smoothly for the department. Staff for the event was increased due to Chris' absence. We had a guest at the event take the time to call and compliment ourselves on how nice and helpful one of our staff members was during the event. The complement from the guest read, "Hello Erik. I'm not sure if that's the correct spelling of your first name so if it's wrong, I apologize. I called you today because I wanted to compliment a gentleman that works for you whose name is Mitchell. Mitchell was down at Marina Fest early on Saturday morning when he saw that our dog got loose. He was the nicest person because we were able to get the dog back in the car and we saw him later at the dog park. He took the time out to comment that he was really glad we got our dog back. I wanted to call and give him a compliment because he is someone who you don't find very often. He's genuinely happy and happy to be working. He made us feel really welcome and Sister Bay. We have a place in Egg Harbor and also an Appleton and it was just really nice to have someone who works for the city be so kind and welcoming. He

deserves some recognition of some kind. We saw him later when my husband 's band was performing down at Marina Fest, and he was still happy to be working! We just really appreciate that kind of attitude and wanted to show our gratitude.”

3. 'No Parking Any Time' signs for Country Walk Drive, estimated cost breakdown: To do both sides of the entire length of Country Walk Drive the Village would have to purchase 21 signs at \$30.00/pc. and 21 treated 4"x4" 12' posts at \$19.00 each. Totaling up to \$1029.00. As of right now there is currently \$2,291.55 in street sign general supplies. However, the account will have an estimated \$420.00 come out of it soon for signs that were damaged during the storm and other acts. Labor cost for Installation could range from 1-2 weeks depending on drilling. I personally don't see a need for the whole road to be addressed with signage. I would recommend four signs on each side of the road start at the intersection of Country Walk Drive and HWY 42, stretching to the intersection of Country Walk Drive and Koessl Lane. This would place four signs on each side of the road in the immediate problem area. Thoughts?
4. 'School Zone' signage is placed 200'- 500' from school grounds with signage placed on both sides of the roadway. For the Village to set up a school zone near the daycare we will need 4 school zone signs at \$70.00 each, 4 speed bump signs at \$40.00 each, 2 'Speed Bump Ahead' signs at \$40.00 each, 10 treated 4"x4" 12' posts at \$19.00 each and 2 removable speed bumps at \$83.75 each. Total cost of supplies for the project is \$877.50. Labor costs could range from 3 days to a week and a half depending on drilling. I would advise against installing a removable speed bump. They can be difficult to anchor down and can loosen up or break free over time causing a hazard in the roadway. If the committee feels that it is necessary to install a speed bump, then I would advise a permanent one to be installed. I personally don't see a need for a speed bump (other school zones in the area don't have one). Thoughts?
5. Staff is excited about the open house for the new parks maintenance building happening 9/11/2025. Hoping to see everyone there!

6. Sarah came across a Village of Sister Bay Donation form from 2023 that had a purchased receipt of \$500.00 attached to it and a note that read (needs parks committee to pick out plaque + location to tell family). This plaque is to be displayed near the playground equipment in Waterfront Park.
7. Update on old drive access: I contacted Mike from JF Construction to see when he will have this project on his schedule to be completed. He told me the new possible start date could be the 13th of this month. So, we will see. There have been a lot of possible start dates this year with this project from JF Construction.
8. I didn't have time to look into getting cameras set up at Pebble Beach.

COMPREHENSIVE OUTDOOR RECREATION PLAN

2025 - 2029

VILLAGE OF SISTER BAY, WISCONSIN



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CHAPTER 1: INTRODUCTION

PLAN PURPOSE

The primary purpose of the Village of Sister Bay *2025-2029 Comprehensive Outdoor Recreation Plan* is to evaluate the Village's existing facilities and assets, identify areas for improvement, and outline future park enhancements that cater to the recreational needs of citizens and visitors. This document includes an analysis and review of the Village's park system and identifies future park and amenity improvements for the five years from 2025-2029. It also identifies specific goals, objectives, policies, and recommendations, as well as a community-wide vision and action plan to help prioritize future implementation projects.

Comprehensive Outdoor Recreation Plans (CORP) are multifaceted, aiming to address various needs and goals related to outdoor recreation within the Village. The plan serves as a roadmap for developing and enhancing outdoor recreational facilities, amenities, and programs. It outlines priorities and strategies for allocating resources effectively to meet the needs of residents and visitors. The plan seeks to enhance the quality of life for residents by providing opportunities for recreation, relaxation, and connection with nature. Furthermore, by promoting sustainable practices and responsible stewardship of natural resources, the plan helps protect and preserve the environment for future generations. Lastly, the plan aims to ensure that recreational opportunities are accessible to all members of the community, regardless of age, ability, income, or background.

This document serves as an update to the Village's 2014-2018 CORP and the second update to the Village's initial CORP completed in 2008. Since the adoption of the Village's 2014-2018 CORP, there have been significant changes to the Village's park system, including the development and expansion of new park spaces, amenities, and recreational facilities. Those changes are noted throughout the plan.

It is important to note that the adoption of this plan by the Village will provide eligibility for a variety of Federal and State funding related to recreation, park and natural enhancements, and habitat improvement. Funding associated with these types of projects can be found in Chapter 5.

PLANNING PROCESS

The Bay-Lake Regional Planning Commission developed this update to the Village's CORP with assistance from Village staff and an ad hoc advisory committee. The planning process included a review of relevant planning documents, including the Village's previous CORP and other local and state plans; analysis and inventory of park facilities and amenities, demographic and socio-economic data collection, and the identification and analysis of needs and opportunities. Various public participation opportunities were offered throughout plan development. Information gathered during the early

stages of the planning process and through public outreach helped determine park and recreational needs and opportunities as identified by residents and visitors of the Village and ultimately shaped the general recommendations, goals, and objectives found within this plan.

PUBLIC PARTICIPATION EFFORTS

Extensive public outreach was conducted during the planning process. Feedback collected from the public, Ad Hoc Outdoor Recreation and Transportation Committee, Outdoor Recreation and Transportation Committee, Property and Streets Committee, Plan Commission, and Village staff helped identify existing infrastructure, areas for improvement, opportunities, and issues surrounding the Village's park system. Below is a summary of public engagement efforts.

Figure XX Public Engagement Efforts		
Date	Type	Attendance
7/18/2022 - 9/15/2022	Public Survey	128 Total Responses
Spring 2023	Public Survey (Village Hall Survey)	199 Total Responses
Summer 2023	Public Survey (Marina)	NA
9/8/2023 - 10/16/2023	Public Survey	152 Total Responses
10/30/2023	Public Workshop	41 Attendees
02/10/2024	Public Workshop (Comprehensive Plan)	25+ Attendees

COMMUNITY FEEDBACK RESULTS

The planning process incorporated mixed public engagement methods that sought to identify public opinion on existing parks and facilities, desired improvements, and more. Below is a summary of public input that corresponds to the Village's entire park system. A full summary of results can be found in Appendix A, while results corresponding to a particular park are summarized in the Park Inventory.

- 59% of participants agreed that there are currently enough parks to accommodate the Village
- 43% of respondents said the quality of parks and outdoor recreation space in the Village is excellent, while 45% chose adequate, and 12% said inadequate.
- 39% of participants selected hiking, biking, and walking trails as their top priority when it comes to outdoor recreation
- 80% of respondents were very satisfied or satisfied with the Village parks and natural areas
- 75% of respondents agreed they are within walking or biking distance to parks and open space
- The public would like to prioritize public funding on the following (in order from most selected to least selected):
 - Trail Expansion/Maintenance
 - Park Amenity Upgrades

- New Park Amenities
- More Neighborhood Parks
- Tree Plantings
- Beach Area
- Parking
- ADA Accessibility
- Picnic Area Maintenance
- Ash Tree Mitigation/Invasive Species Management
- Participants selected the following activities that they would prefer to add to the park system (in order from most selected to least selected)
 - All-Inclusive Playground
 - Splash Pad
 - Separate Tennis and Pickleball Courts
 - Vita Course/Stations
 - Pump Track for Bikes or Boards
 - Archery Range
 - Indoor Ice Rink
 - Roller Skating Rink
 - More Indoor Activities

PLAN ALIGNMENT

Local, state, and national planning documents and guides that this document analyzed and/or incorporated includes the following:

LOCAL

- Village of Sister Bay Comprehensive Outdoor Recreation Plan 2008-2014
- Village of Sister Bay Comprehensive Outdoor Recreation Plan 2014-2018
- Village of Sister Bay Comprehensive Plan Update 2025
- Village of Sister Bay Facilities Study Report 2023
- Do Good Door County 2024 Public Space Audits (Sports Complex and Waterfront Park)

STATE

- *2019-2023 Wisconsin Statewide Comprehensive Outdoor Recreation Plan* - The Wisconsin Statewide Comprehensive Outdoor Recreation Plan (SCORP) is a document that outlines the state's goals, priorities, and strategies related to outdoor recreation for a specific period, in this case, from 2019 to 2023. The SCORP serves as a guiding framework for the development and management of outdoor recreation resources and facilities across Wisconsin.

NATIONAL

- *National Recreation and Park Association Agency Performance Review and NRPA Park Metrics* - The 2023 National Recreation and Park Association (NRPA) Agency Performance Review and NRPA Park Metrics comprise the most comprehensive park and recreation-related data, benchmarks and insights that inform park and recreation agency professionals, key stakeholders and the public about the state of the park and recreation industry.

PLAN VISION AND GOALS

The vision, as well as the goals, provide clear and strategic direction to guide the Village's efforts in creating inclusive, vibrant, and sustainable outdoor recreational opportunities for all ages and abilities.

VISION

The Village of Sister Bay envisions a thriving community where everyone of all ages and abilities can enjoy and connect with nature through well-maintained parks and diverse recreational opportunities, fostering health, well-being, and a deep appreciation for our natural beauty.

GOALS

Goal 1: Provide space throughout the Village for outdoor recreation and environmental protection.

Goal 2: Provide well-maintained recreational facilities for active and passive recreational use, serving all ages and interest groups.

Goal 3: Serve residents and visitors of all abilities by encouraging the design of recreational facilities whenever practical to meet the requirements of the Americans with Disabilities Act (ADA).

Goal 4: Provide safe and efficient pedestrian and bicycle access between residences, local businesses, parks, recreational sites, and other adjoining communities.

Goal 5: Preserve the welcoming small-town character and culture of the Village.

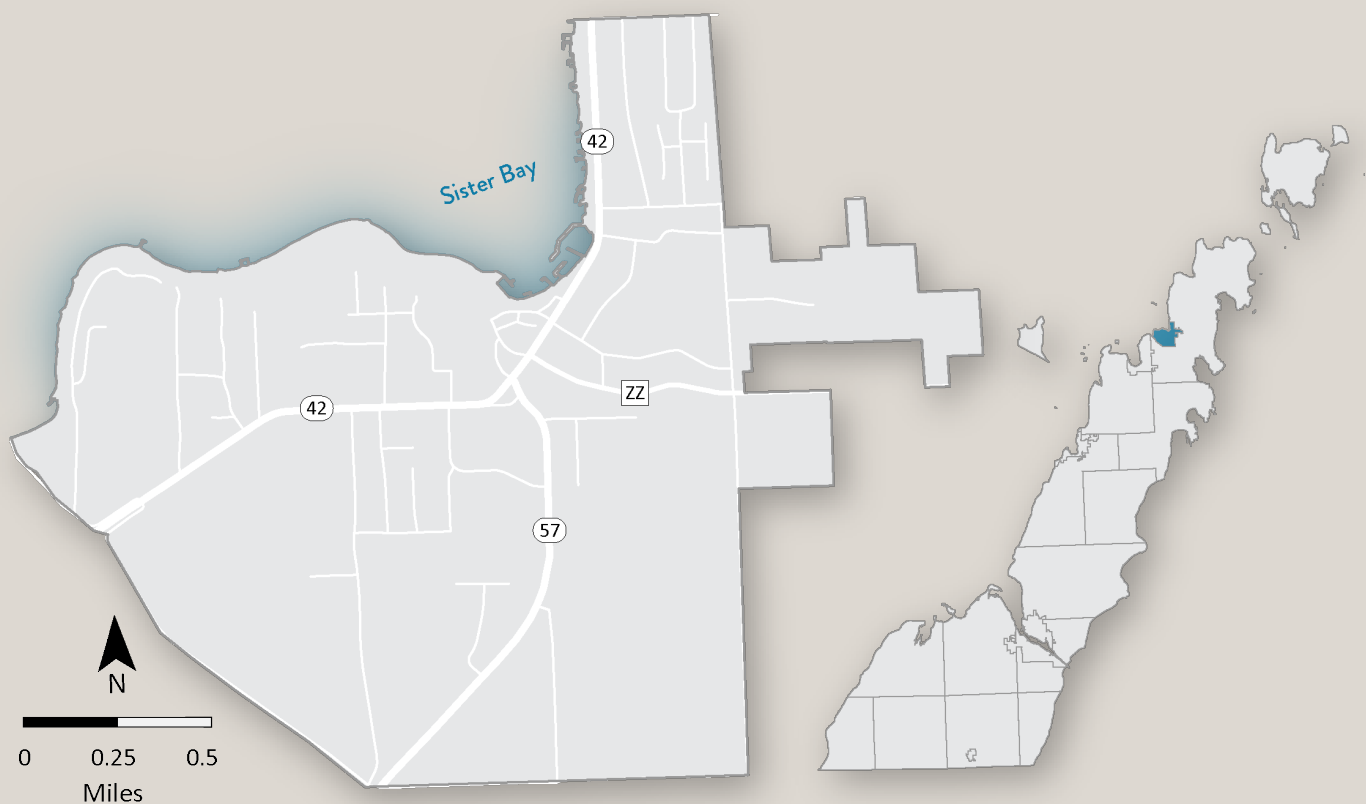
Goal 6: Pursue intergovernmental opportunities to provide recreational amenities to northern Door County.

CHAPTER 2: VILLAGE OVERVIEW

LOCATION

The Village of Sister Bay (Village) is a picturesque community located in Door County, Wisconsin, approximately 30 miles north of Sturgeon Bay and 75 miles northeast of Green Bay. The Village occupies 2.7 square miles and is bordered by the Town of Liberty Grove and Green Bay of Lake Michigan to the west with 4.4 miles of shoreline.

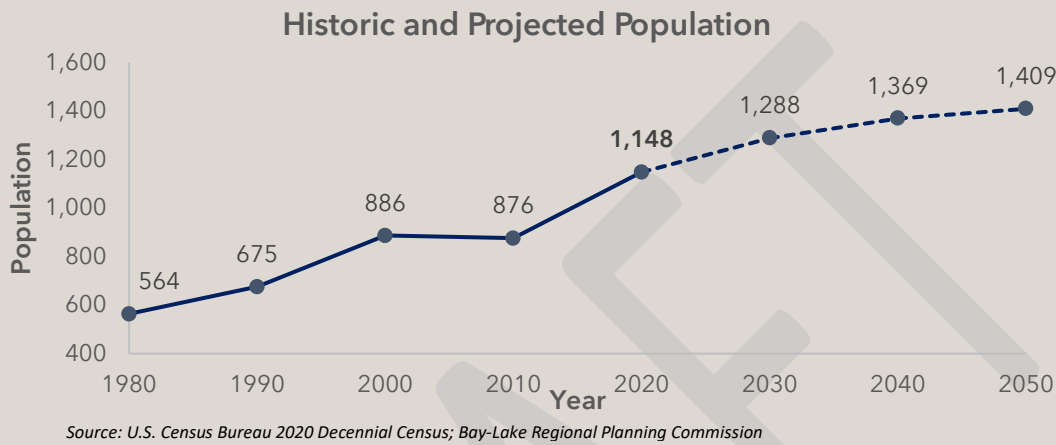
The Village is known for its charming atmosphere, stunning natural scenery, and vibrant cultural scene. Situated along 4.4 miles of Lake Michigan shoreline, Sister Bay offers residents and visitors a wide range of recreational activities, all within walking distance of downtown.



DEMOGRAPHICS

POPULATION

According to the 2020 US Decennial Census, the Village of Sister Bay has a population of 1,148 while the county has a population of 30,066. The Village’s population grew by 31% between 2010 and 2020. Overall, the population has been steadily increasing over the past 50 years and is projected to stay on track through the next 40 years.



The age breakdown of the Village’s population can be seen to the right in _____. The median age in the Village is 63 years, which is the highest in Door County, and higher than that of the state and national average. It should be noted however that Scandia Village, a nursing home and skilled care facility, has 50 beds, accounting for a portion of the elderly population. Accounting for the nursing home, and assuming all residents are over the age of 65, the senior citizen population is still significantly high - 43%. While this plan focuses on all age groups within the Village, it is important to note that outdoor recreation is particularly important for aging communities. A *Do Good Door County* survey completed in 2022 found loneliness and the need for socialization opportunities ranked high amongst Sister Bay and Town of Liberty Grove senior citizens, showing a need to provide senior-friendly amenities within the park system, especially gathering spaces. The public has also expressed support for age-appropriate exercise stations along trails or in parks. The Village’s Outdoor Recreation Plan aims to promote opportunities for physical activity, which is essential for maintaining health and mobility as individuals age. Participating in outdoor recreation activities offers opportunities for older adults to socialize, connect with others, and combat feelings of isolation or loneliness. By prioritizing the needs and interests of older adults, the plan can contribute

Population by Age		
Age Groups	Total	Percentage
Under 5 years	33	3%
5 to 14 years	74	6%
15 to 24 years	52	5%
25 to 34 years	107	9%
35 to 44 years	112	10%
45 to 54 years	72	6%
55 to 64 years	158	14%
65 years+	540	47%
Median Age	63.1	X
Total	1,148	100%

Source: U.S. Census Bureau 2020 Decennial Census; Bay-Lake Regional Planning Commission

to creating age-friendly communities that support the well-being and vitality of residents as they age.

SCHOOL ENROLLMENT AND EDUCATIONAL ATTAINMENT

The Village is home to 91 people aged 3 years and older that are currently enrolled in school. Of those, 47 are enrolled in preschool or kindergarten, 25 are enrolled in elementary school, 14 are enrolled in high school and 5 are enrolled in college or graduate school.

School Enrollment (2014 vs. 2022)				
Education Level	2014		2022	
	Number	Percentage	Number	Percentage
Preschool	0	0%	4	4%
Kindergarten	0	0%	43	47%
Elementary (Grades 1-4)	14	25%	11	12%
Elementary (Grades 5-8)	4	7%	14	15%
High School (Grades 9-12)	4	7%	14	15%
College or Graduate School	35	61%	5	6%
Total	57	100%	91	100%

Source: U.S. Census Bureau 5-Year ACS Estimates (2017-2022) and ACS Estimates (2009-2014); Bay-Lake Regional Planning Commission

The 2014-2018 Outdoor Recreation Plan analyzed the age of the population, noting that 55% of the Village's population is either elderly (over 65 years old) or very young (under 15 years old). While the percentages of those very young or elderly have not changed since the last plan, the number of people enrolled in school has changed as shown in Figure ___ above. In 2014, 57 people enrolled in school (between preschool to graduate school), whereas in 2022, 91 people enrolled in school. The largest change between 2014 and 2022 can be found in those enrolled in kindergarten, high school, and college or graduate school. This indicates that the community is attracting more families, and the need for more youth amenities. This is validated in the survey results showing more interest in youth-related activities.

Educational Attainment of Those Aged 25+		
Education Level	Number	Percentage
Less Than High School Graduate	6	1%
High School Graduate	147	20%
Some College or Associate Degree	264	35%
Bachelor's Degree	170	23%
Graduate or Professional Degree	159	21%
Total	746	100.0%

Source: U.S. Census Bureau 5-Year ACS Estimates (2017-2022); Bay-Lake Regional Planning Commission

Of those aged 25 and older, 20% have graduated high school and 35% have some college experience or have attained an associate degree. A large percentage (44%) of the population has received a bachelor's degree or higher.

HOUSING AND ECONOMIC DEVELOPMENT

HOUSING UNITS

According to the 2022 5-Year American Community Survey (ACS) Estimates, there were a total of 1,388 housing units in the Village of Sister Bay. Approximately 530 units are occupied while 868 are considered vacant. It is important to note that the ACS considered seasonal homes as vacant housing units. Approximately 80% of the vacant housing stock is used for seasonal, recreational, or occasional use.

Total Housing Units	
Occupied Housing Units	528
Owner-Occupied	45%
Renter-Occupied	55%
Vacant Housing Units	868
For Rent	17.4%
Rented, not occupied	0%
For sale only	1.5%
Sold, not occupied	0%
Seasonal, recreational, or occasional use	80.1%
All other vacant	1%
Total Housing Units	1,388

Source: U.S. Census Bureau 5-Year ACS Estimates (2017-2022); Bay-Lake Regional Planning Commission

Of the 528 occupied housing units in the Village, 45% are owner-occupied units, while 55% are renter-occupied. The median value of occupied homes is \$271,000.

The median gross rent in the Village is \$1,030, which is slightly higher than the median gross rent paid elsewhere throughout the county (\$978). Approximately 61% of renters, or 164 households, paid more than 30% of their income for rent.

HOUSEHOLDS

There are approximately 528 households in the Village. The average household size is 1.71, while the average family size is 2.31. There are 81 households with one or more people under the age of 18 and 297 households with one or more people aged 65 years and older.

Within the Village, the median household income is \$69,778 which is slightly higher than the county's median household income (\$68,257).

EMPLOYMENT

The Village's labor force participation rate is 48.3% which is 10% lower than the county's labor force participation rate. The unemployment rate is lower in the Village (2.7%) when compared to the county (3.7%).

Nearly a quarter of the Village's working population are employed in the arts, entertainment, and recreation, and accommodation and food service industry. The retail trade industry employs 17% of the working population, and the agriculture,

forestry, fishing and hunting, and mining industry employees 11%. These industries point to the fact that the Village's economy is very tourism based.

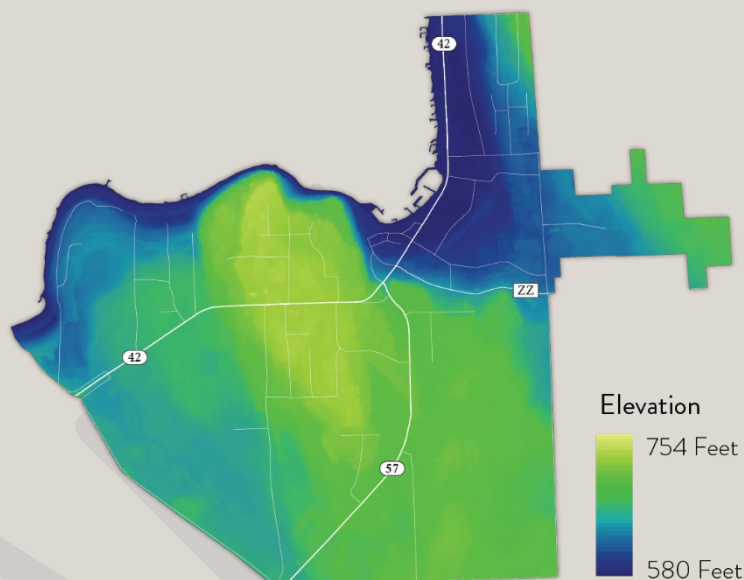
COMMUTE TO WORK

Workers aged 16 and older commute to work by driving alone (70%), carpooling (5%), or walking (11%) and 14% worked from home. The median travel time to work is 12.4 minutes. Although the rate of those that walk to work in the Village is much higher than the state (2.7%), national (2.4%), and county (3.6%) rates, the Village should take the necessary steps to ensure that those walking to work have safe, efficient, and accessible routes to get to and from.

PHYSICAL CHARACTERISTICS

GEOLOGY AND TOPOGRAPHY

The bedrock layers the Village sits upon create natural features and variation in the Village topography. Parts of the bedrock are exposed as cliffs and other outcroppings. As shown to the right, elevation above sea level ranges more than 150 feet, from 580 feet to 750 feet.



The Village bedrock geology consists of the Silurian dolomite layer (UW-Extension Geological and Natural History Survey). This bedrock layer is common along the Lake Michigan shoreline and makes up the Niagara Escarpment. The Niagara Escarpment is one of the 229 land features that have been designated as a Legacy Place in the Wisconsin Land Legacy Report that was created by the Wisconsin Department of Natural Resources (WDNR). Per the report, these places are significant for their combination of conservation and recreation potential. Sections of the Niagara Escarpment may be seen throughout the Village as exposed cliffs and rock outcroppings.

WATER RESOURCES

Water resources play a multifaceted role in the Village of Sister Bay, contributing to its economic prosperity, environmental health, recreational opportunities, and overall quality of life for residents and visitors alike. Sister Bay is fortunate to have 4.4 miles of Lake Michigan shoreline within its jurisdiction. Sister Bay is primarily known for its one main bay, which is also named Sister Bay. This bay is the focal point of the Village and is where the majority of waterfront activities and amenities are located, including the marina, parks, and waterfront dining establishments.

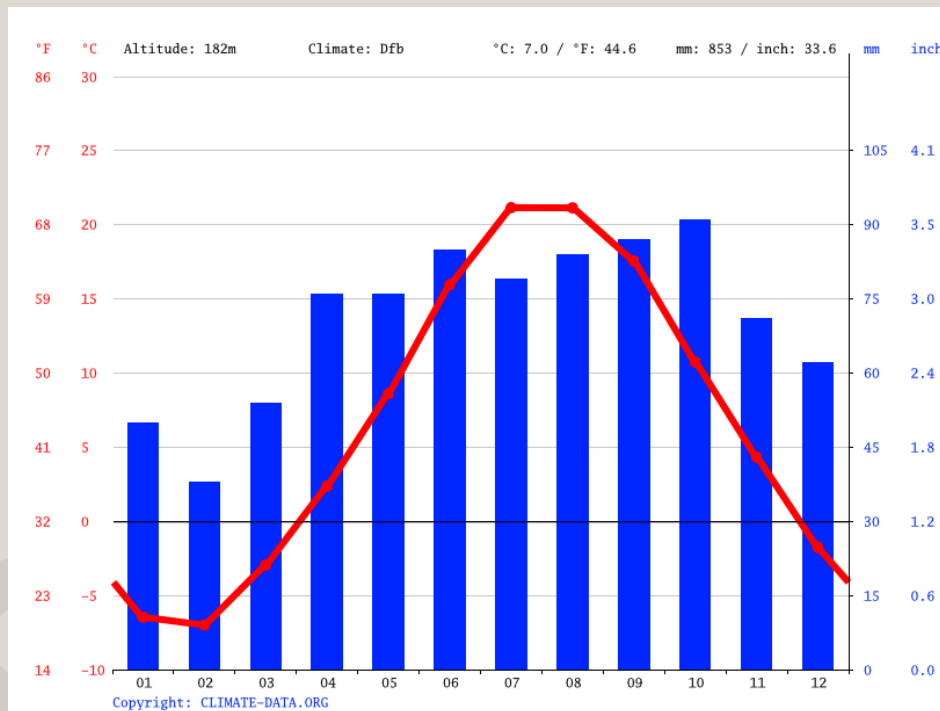
Little Sister Bay is adjacent to Sister Bay and is accessible by road or water. Little Sister Bay offers scenic views, recreational opportunities, and natural beauty similar to its larger counterpart, Sister Bay. It is a popular destination for visitors to explore and enjoy the tranquility of the area. Pebble Beach is located adjacent to Little Sister Bay, while Waterfront Park and Marina Park are located adjacent to Sister Bay.

CLIMATE

The Village's climate is influenced by its proximity to Lake Michigan and the Green Bay which moderates daily extremes in temperature. Spring warming trends are delayed by the cool water of the lake, summers are generally mild, and the lake's residual warmth delays early frost in the fall. Ice is typically present in the bay by mid-January and starts to break up in early April.

The Climograph to the right, developed by climatedata.org, shows the Village's average temperature and rainfall by month. The temperatures are highest on average in July, at around 70.1 °F. February is the coldest month, with temperatures averaging 19.4 °F.

The climate in the Village is sufficient to provide for both warm and cold weather recreational activities.



CLIMATE TRENDS AND RISKS

According to *Wisconsin's Initiative on Climate Change Impacts (WICCI) 2021 Report*, climate warming, precipitation, high temperatures, and extreme weather events have been increasing and are projected to continue to increase throughout the state. Between 1950 and 2020, Door County has experienced the following trends:

- 15 percent increase in annual precipitation
- 3-to-5-degree Fahrenheit increase in annual mean temperature
- Precipitation increases have been higher during winter and summer, and temperature increases have been most prominent during the winter.

Planners analyzed several sources to determine climatic risks that pose a threat to the Village. According to [Risk Factor](#), 168 properties in Sister Bay have greater than a 26% chance of being severely affected by flooding over the next 30 years. Overall, Sister Bay has a moderate risk of flooding over the next 30 years, which means flooding is likely to impact day-to-day life within the community. In March 2025,

the Village adopted a Floodplain Zoning Ordinance as well as the FEMA updated Flood Insurance Rate Maps. This ordinance established the regulatory framework for the floodplain areas in the Village to help minimize structural damage as a result of any potential flooding.

Risk Factor shows there are 808 properties in the Village that have some risk of being affected by wildfire over the next 30 years. Overall, Sister Bay has a moderate risk of wildfire over the next 30 years. This is based on the level of risk the properties face rather than the proportion of properties with risk. In addition to property damage, flooding and wildfires can also cut off access to utilities, emergency services, and transportation, and may impact the overall economic well-being of an area.

Using [FEMA National Risk Index](#), the census tract in which the Village is located has a very high ability to prepare for anticipated natural hazards, adapt to changing conditions, and withstand and recover rapidly from disruptions when compared to the rest of the U.S.

CHAPTER 3: PARK CLASSIFICATION AND INVENTORY

This chapter provides a summary of the classification system used to evaluate each park and provides a comprehensive overview of existing park facilities within the Village, highlighting their current state, park classification type, existing amenities, and proposed improvements.

OVERVIEW OF THE PARK SYSTEM

The Village's park and recreation system consists of seven village-owned and operated parks and natural areas totaling approximately 53 acres. Each park ranges in size, type, and function. Map 2 below shows the location and park classification type for each park.



Other recreational facilities not shown on Map 2, include outdoor facilities that are not owned or operated by the Village but provide residents and visitors with other outdoor recreation activities. The only other recreational facility that is available for public use is a miniature golf course located on the west side of the Village. The Village did at one time contain a privately owned golf course available for public use that stopped operating in 2020. The owner of the course intends to keep the land natural. Currently, there are no schools within the Village or other publicly accessible locations that contain a playground for public use.

PARK CLASSIFICATION

The National Recreation and Park Association (NRPA) provides a set of guidelines that serve as a benchmark for classifying and developing park facilities. By adhering to these standards, the Village can ensure that its park system meets the recreational needs of its residents and visitors while maintaining consistency and quality across all facilities.

Park Classifications are further explained below followed by an evaluation of each park within the village's jurisdiction.

COMMUNITY PARKS

A community park is a large recreation facility. Typically, community parks include playground equipment, athletic fields or other open play fields, and picnic facilities. According to the NRPA, a community park has a service area of a one-to-two-mile radius and should be about 10 to 20 acres in size. The Sister Bay Sports Complex is the only park classified as a "community park" under this plan.

SPECIAL-PURPOSE PARKS

Special-purpose parks are publicly owned recreation and open space facilities that are designed to serve a specific purpose, which may include a public plaza, memorial, swimming area, or other discreet recreational use. These parks can also include cultural parks that feature historic structures or serve as interpretive facilities for tourists and residents. Waterfront Park, the Sister Bay Marina and Marina Park, and Gateway Park are classified as special-purpose parks.

UNDEVELOPED OPEN SPACE

The Village owns two parcels of undeveloped open space and an undeveloped waterfront parcel. These areas are open to the public but currently have no facilities; however, an accessible parking lot, restroom building, and boardwalk are planned for Pebble Beach. For this plan, Pebble Beach, Mill Road Parcel, and North Spring Parcel are considered "undeveloped open space".

SISTER BAY SPORTS COMPLEX



DESCRIPTION

The Sister Bay Sports Complex is a Village-owned and operated community park located off Autumn Court. The park spans 31 acres and offers a wide range of amenities that serve various uses and functions. The park was constructed in 2010 following the development of the Sports Complex Master Plan.

The park is home to the Sister Bay Bays of the Door County Baseball League, youth soccer, Little League program, TKH hockey, broomball, and ice-skating events. Segway the Door Tours contracts to use the Sports Complex to offer segway tours. A community garden is available for residential use, and the park offers long-term boat storage. The parks department's maintenance building is located north of the property.

Improvements were made to the park after the adoption of the 2014-2018 Outdoor Recreation Plan. These include the addition of pickleball courts to the tennis courts, the creation of the disc golf course, and general maintenance and upgrades such as gazebo repair, tree planting and removal, and LED lighting upgrades. In 2023, the Village



conducted a tree inventory and removed diseased trees from the park, as well as other areas of the Village, and evergreens were planted around the ballfield.

AMENITIES

The Sister Bay Sports Complex includes the following amenities:

- Louis Michael Hanson Memorial Little League Baseball Diamond
- Baseball Field and Concession Pavilion
- Teresa K. Hilander Ice Skating Rink
- Park Building, With Restrooms, Concession, Storage, And Indoor Warming Area
- Grass Volleyball Court
- Shared Tennis/Pickleball Courts (2)
- One Full-Sized Soccer Field and Three Micro-Fields
- Basketball Court
- Batting Cages
- 9-Hole Disc Golf Course
- 1.3 Acre Dog Park
- Playground
- Sister Bay Community Garden
- Gazebo
- 52-Stall Asphalt Parking Lot
- Parks Maintenance Building

The Public Perspective

What do you like about this park?

- Community gardens
- Snowmobile trail
- Pickleball courts
- Beautiful facilities
- Sister Bay baseball field
- Lighting at baseball field
- Quiet
- Baseball fields are in great shape
- Field conditions are great/well-kept

How can this park be improved?

- More pickleball courts
- SPLASH PAD (might remove some congestion by the beach)
- More parking
- Coils for ice rink + warming house for kids to hang
- Walking trail and more parking
- Splash pad
- Solar flowers (big ones)
- Pickleball courts with nets
- Bleachers at ice rink for broomball, garbage and recycling bins
- 1 - 2 porta-potties at bay field (none in place 2023)
- Next playoff championship had 700+ in attendance but people young and old have to walk a city block to use bathroom
- Circulator transport
- More and better pickleball courts
- Coiled in rink with warming house
- Have shade over seating at ball field

PLANNED AND PROPOSED IMPROVEMENTS

The Village of Sister Bay Facilities Plan identified and proposed several improvements to the Sports Complex, including the construction of a new parks and maintenance building (completed in 2025), upgrades to the ice rink (scheduled for late 2025), construction of a central warming house and year-round community center, relocation and expansion of the dog park, expansion of the community gardens, and the addition of four new pickleball courts. The upgraded dog park would include separation for small/large dogs and provide a future location for shaded parking.



The Facilities Plan included concept plans for the addition of housing east of the Sports Complex with a trail connecting it to the Sports Complex, and, referenced land the Village was purchasing south of the Sports Complex as a site for a new administrative building.

Other proposed enhancements identified by the public and/or Village throughout the planning process include:

- Splash pad
- Bleachers
- Trails to surrounding amenities
- Natural area with butterfly garden
- Pavilion
- Accessible playground

Progress has been made to meet some of the proposed improvements as identified in the Facilities Plan above. In 2025, construction of the new parks and maintenance building was completed. Upgrades to the ice rink and the addition of a bathroom to the concession pavilion is scheduled for late 2025.

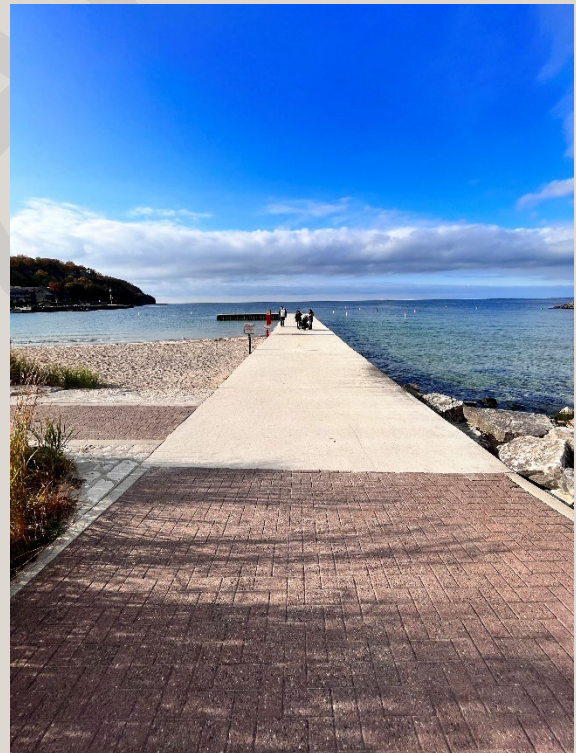
WATERFRONT PARK



DESCRIPTION

Waterfront Park is a beautiful 6.9-acre property located along the Sister Bay waterfront on the western side of the Village. The property features abundant amenities, making it very appealing to all ages. The beach, community events, scenic views, and proximity to downtown draw residents and visitors to the park in warmer months, but it is also widely used year-round. Together with the Sister Bay Marina and Marina Park, the park provides over 1,900 linear feet of contiguous public shoreline access which is the largest expanse of public shoreline of the Northern Door County communities.

The park is accessed off Bay Shore Drive and Mill Road and is used for many events such as concerts in the park and annual festivals. The Sister Bay Performance Pavilion features a 600 sq. ft. stage and is the only waterfront venue in Door County. A veteran's monument is located near the road intersection at the park's southeast corner. Additionally, the Village Hall is located adjacent to the park. While technically not part of Waterfront Park, it functions as a piece of the park, offering a space to hold events that utilize the park, and it provides restrooms for park users.



Capital improvement projects identified in the 2014-2018 Outdoor Recreation Plan that have been completed include the addition of the Sister Bay Performance Pavilion, expanded beach, kayak launch, volleyball court, sidewalk connections and walking trails, and parking areas.

In 2023, the Village secured funding from the Wisconsin Economic Development Corporation and the Destination Door County Community Investment Fund to support a series of park improvements. These grants enabled the installation of “night-sky-friendly” lighting to extend safe use of the park after sunset, the expansion of the gazebo, and the addition of a counter and benches (scheduled for completion in 2025). Accessibility was also enhanced in 2023 through the construction of new sidewalks connecting the gazebo, restrooms, and beach. That same year, a water bottle filling station was installed. In 2024, further grant-funded upgrades included a refurbished parking lot and expanded sidewalk network. Additional amenities added in 2024 included new bike racks, an air pump and bike repair station, and upgraded waste receptacles throughout the park.

AMENITIES

Waterfront Park includes the following amenities:

- 600’ sand beach
- 180’ swimming pier with raft
- Sister Bay Performance Pavilion
- Grass volleyball court
- Picnic tables
- Kayak launch
- Kayak/paddleboard rentals
- Playground
- Gazebo
- Paved walking path
- Universally accessible restroom facility
- Village Hall (restrooms, water bottle filling station, indoor gathering space, kitchen)
- Parking lots

The Public Perspective

What do you like about this park?

- Beautiful view
- A place for family
- Walking path
- Bathrooms open later in the season
- Less trees
- Native plant use
- Landscaping - native plants
- Like playing on the stage area

How can this park be improved?

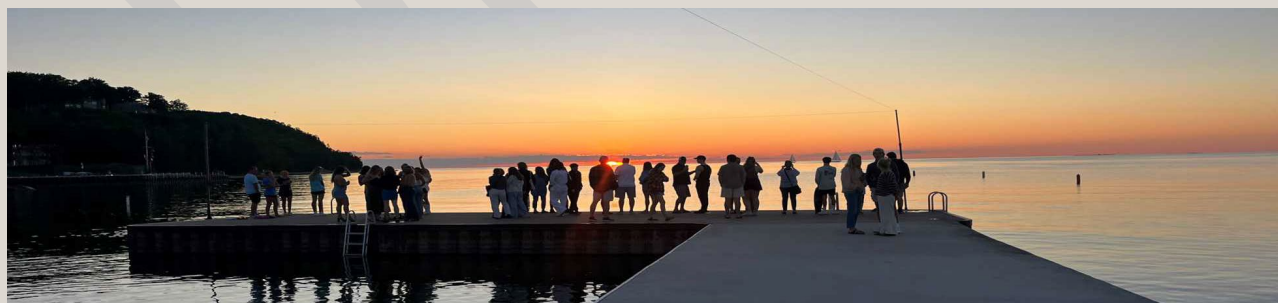
- Add a climbing web and merry-go-round
- More handicap parking
- Improve Mill Rd by music pavilion
- Provide more parking near music pavilion
- More handicap parking by music pavilion
- Need village Hall to be for beach access - bathrooms and showers (changing stalls)
- Park sky-friendly lighting
- Parking x2
- Electric at the gazebo
- Bathroom open at min April 1 to Jan 1
- Less parking or make it paid
- Rubber mat playground & more accessible
- More trees along road to create tree canopy and hide/ cushion visual impact of development
- More picnic tables
- More playground equipment.
- Wheelchair accessible to beach
- better sand x2

PLANNED AND PROPOSED IMPROVEMENTS

In addition to previously stated improvements, the public and the Village identified other desired improvements for this property, including:

- Improve accessibility by adding ADA-compliant playground equipment, wheelchair access to the water, and ADA-compliant picnic tables;
- Renovate the Village Hall to include exterior access restrooms and showers as well as a viewing platform accessible from the Village Hall stage;
- Add historical signage to the Village Hall
- Add both standup and wheelchair accessible optical binoculars south of the Village Hall along the shore
- Other ideas once proposed for the Village Hall included the addition of a lobby, elevator, restrooms, and converting the kitchen into a catering kitchen.

Approved enhancements are planned for the gazebo in late 2025. The gazebo will be outfitted with electrical power and three new benches, and a counter will be placed within the gazebo.



SISTER BAY MARINA AND MARINA PARK



DESCRIPTION

The Sister Bay Marina is located adjacent to Waterfront Park along Bay Shore Drive. The Marina is an important Village asset that brings in tens of thousands of visitors each year and ultimately helps to drive the local economy. Marina Park, located just north of the marina, is a grassy open space that is roughly $\frac{1}{2}$ acre in size.

The marina consists of four launch ramps, 150 boat slips (seasonal rental, transient, and commercial slips), electrical and water hookups, a central pump-out station, and wireless internet access. Furthermore, the Harbormaster building includes restrooms, showers, and laundry accessible to overnight guests. Commercial sightseeing cruises and boat rentals operate out of the marina, including both sail and powerboat options. Short-term marina parking is available on Scandia Road. The boathouse, although located on a separate parcel, is located at the south end of the Marina.



According to the Village's 2023 Annual Report, the marina has an average of 1330 transient slip days per month in addition to the 100 seasonal slips available. Including the commercial operations over the season supports 80000+ visitors and customers at the marina. The Marina was also recently designated as a WI Clean Marina and is



therefore committed to preventing pollution and protecting fish, wildlife, and public health.

Improvements to the Marina and Marina Park that have been made following the adoption of the 2014-2018 Outdoor Recreation Plan include the addition of new piers and slips as well as general maintenance and repair such as dock reconstruction.

AMENITIES

Other facilities located at the Sister Bay Marina and Marina Park include the following:

- Harbormaster's building (provides restrooms, showers, laundry, and office space)
- Boat launch
- 150 Boat Slips
- Sanitary pump-out station
- Bicycle rentals for boaters
- Lawn/picnic area with grills
- Paved walking paths
- Public WiFi
- Dog walking area
- Marina Sunset/Harbor Camera

The Public Perspective

What do you like about this park?

- benches & boardwalk x2
- keep it open
- peaceful and quiet
- green space x2

How can this park be improved?

- canoe/kayak access
- dark sky friendly lighting
- more trees along road
- picnic tables for visitors along boardwalk

PLANNED AND PROPOSED IMPROVEMENTS

The Village has identified several major improvements for the Marina through its five-year Capital Improvement Plan (CIP) and ongoing discussions with the Marina Committee. These include reconstruction of the marina building and marina office, renovating the boathouse, replacing damaged portions of the boardwalk, and installing picnic tables to accommodate commercial vendor guests.

Several of these enhancements scheduled to take place. The marina building is planned for reconstruction in 2026, featuring a new office, boater's lounge, updated restrooms, and potential employee housing. In addition, the boathouse at the south end of the marina is slated for renovation in late 2025, with plans to open as a waterfront museum in 2026.

GATEWAY PARK



SUMMARY

Gateway Park is a 1.2-acre park located at the intersection of State Highway 42 and State Highway 57. Sitting on the property is a restored 1866 log cabin schoolhouse and an informational kiosk.

The Historical Society uses the old schoolhouse for educational purposes, teaching youth about the history of one room classrooms, amongst other programming. The informational kiosk is maintained by the Sister Bay Advancement Association and displays visitor information. Currently, the park is not fully accessible apart from the tourist kiosk that is located on the site.



AMENITIES

Gateway Park includes the following facilities:

- 1866 Log Cabin Schoolhouse
- Restrooms
- Informational Visitor Kiosk
- Asphalt Parking Lot

PLANNED AND PROPOSED IMPROVEMENTS

There has been some discussion about removing the park building and replacing it with an observation tower to provide views of the bay, however, no improvements are scheduled at this time.

PEBBLE BEACH VILLAGE PARK

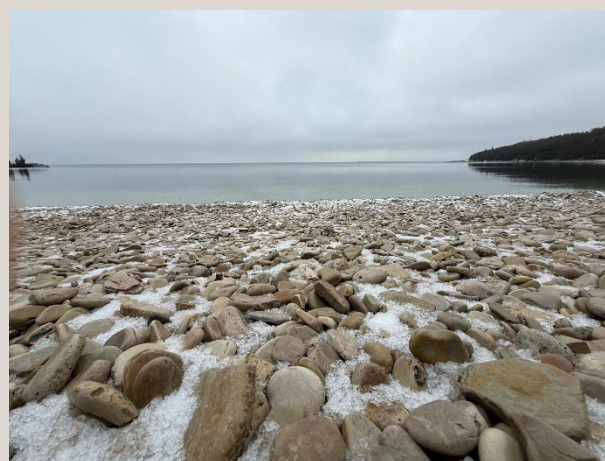


SUMMARY

Pebble Beach is one of the newer recreational lands acquired in 2019 by the Village of Sister Bay in partnership with the Door County Land Trust. This beautiful untouched property is made up of 16.8 acres of cedar forested land and 600 feet of natural smooth-stone shoreline and is located on the western side of the Village on Little Sister Bay off of Pebble Beach Road. Pebble Beach and Little Sister Bay were the home of the original Sister Bay settlement in the 1800s.

Amenities at the park are limited, as the intention is to leave the park in its natural state as much as possible. The park is used most frequently for its beach and beautiful crystal-clear water for swimming purposes, but it also contains a walking trail throughout the forest and two gravel parking areas.

While the Village owns and maintains the property, the Door County Land Trust



holds a conservation easement agreement that will ensure the property remains natural for perpetuity. The easement allows for limited improvements to the area. The map graphic to the right shows four areas allowed to be improved by the Village. Improvements allowed in each of these areas include:



1. Natural Area - The Village is to control invasive species, clear downed timber on the trail, add trails with Land Trust's permission.
2. Access Easement - Upon Land Trust approval, a parking lot (gravel or asphalt) may be constructed in this area. Continuation of A cedar fence is allowed provided it's within the road right-of-way.
3. Universal Access Trail Zone - The Village can construct, maintain, and repair trails in this area. The Village can also erect and maintain seating benches on concrete pads, and/or a mobility access pathway, with the Land Trust's approval.
4. Beach Zone - The Village can add benches on concrete pads, with the Land Trust's approval. The remainder of the zone is to be left in a natural state.

The Village approved an ordinance prohibiting the removal of stones, rocks, or any other natural material from the beach. Signage is posted at the site warning that removal of pebbles will result in a fine of \$300.

AMENITIES

- 600' stone beach
- Parking off Pebble Beach Rd. and Little Sister Rd.
- Trail through the forest

PLANNED AND PROPOSED IMPROVEMENTS

Because of the conservation easement on the parcel, development of this property is limited. However, future enhancements proposed are engineering to address runoff at the northeast driveway and parking lot, adding a hard surface to the northeast parking lot, accessible restroom building, accessible boardwalk with a viewing platform, adding large rocks for seating, and adding bike racks.



NORTH SPRING ROAD PARCEL



SUMMARY

The North Spring Road Parcel was donated to the Village and acts as a greenway corridor. Wetlands found on this property serve a vital role in collecting and storing stormwater and controlling erosion while also acting as wildlife habitat. The site can be accessed by the frontage along North Spring Road, but no parking or trails are currently available for public use within the property.



PLANNED OR PROPOSED IMPROVEMENTS

There are no amenities or future improvements planned for this parcel.

MILL ROAD PARCEL



SUMMARY

This heavily wooded greenway is accessed directly off Mill Road. The site is known to contain wetland areas that provide value for wildlife as well as the community through stormwater storage and filtration. No trails are currently provided through the site, but some have been proposed.

PLANNED OR PROPOSED IMPROVEMENTS

The Village would like to add a trail and boardwalk that would eventually connect downtown Sister Bay to the Sports Complex and the future housing development east of the Sports Complex. It is the Village's intent to develop the trail to meet ADA standards. Additionally, benches for wildlife viewing are desired to be added adjacent to the existing stormwater pond on the property, as are some limited exercise stations.

TRAILS

BICYCLE AND PEDESTRIAN TRAILS

The Village's current and proposed bicycle and pedestrian trails are shown on the map below. An off-road, multi-use path parallels State Highway 42 on its south side between Country Lane and Highway 57. The trail is ADA compliant and currently the only off-street multi-use path within the Village. A bike lane connecting to this trail was proposed in 2015 as part of the Wisconsin Department of Transportation's improvements to Highway 42/Bay Shore Drive through the Village's central business district. However, trail development did not take place as part of this project but sidewalks along Highway 42 in the downtown area exist.



Following the adoption of the 2018 Comprehensive Outdoor Recreation Plan, in 2022 the Village formed an Ad Hoc Outdoor Recreation and Transportation Planning Committee to begin the process of updating the plan. The committee developed a list of proposed trails and roads to be widened. The Parks, Property & Streets Committee then began planning for the 10-foot-wide hard surface off-road paved path mentioned in the list of proposed trails. The trail, designed in 2023, is to parallel Highway 57 and connect to the existing Highway 42 trail, and extend south along Highway 57 to Country Lane. The Ad Hoc Committee has also recommended the Village widen shoulders and add paths on a smaller scale in several other areas of the community. Other bicycle and pedestrian improvements and planning efforts include:



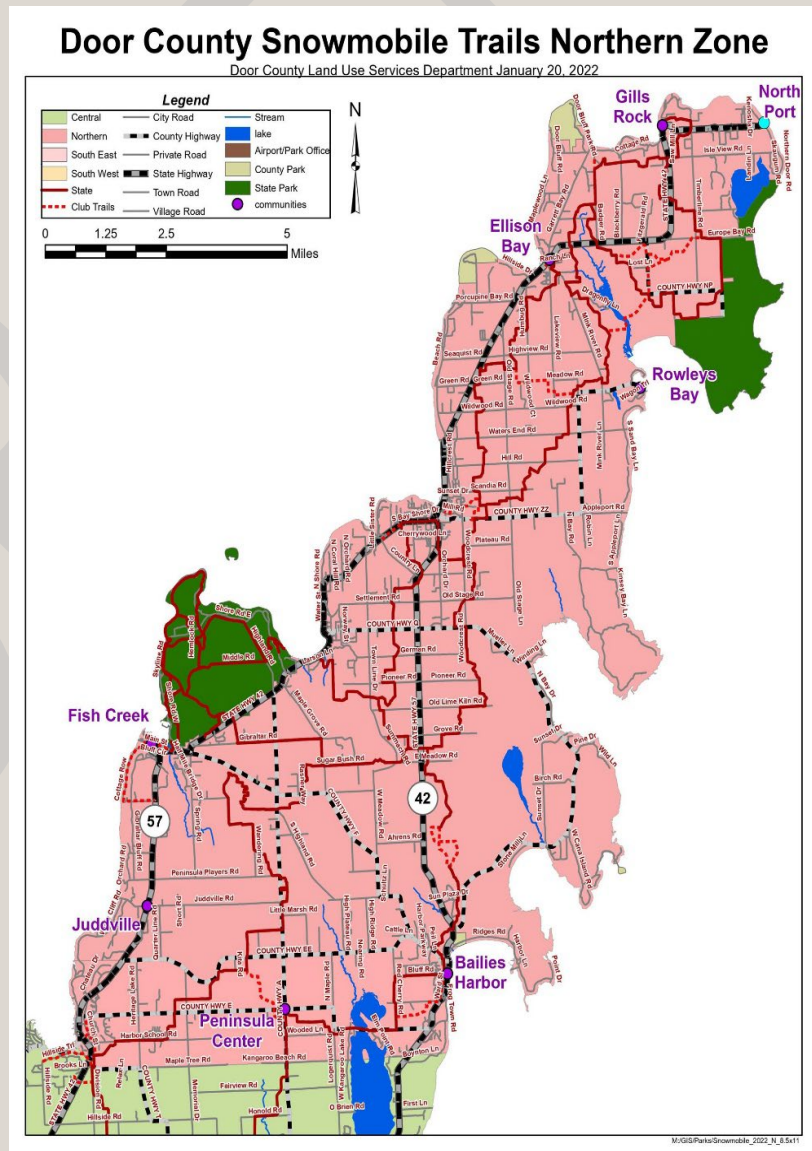
- A grant was secured in 2023 for design services to connect Sister Bay to Ephraim, through the Town of Liberty Grove, via an off-road trail. This trail will ultimately connect Sister Bay to Egg Harbor.
- In Spring 2024 the Village widened Country Lane to 24 feet in cooperation with the Town of Liberty Grove to allow for wider shoulders for cyclists.
- A trail through the Mill Road parcel will connect the downtown area to the Sports Complex area.
- An easement connects to the Highway 42 trail and offers pedestrians and cyclists an opportunity to deviate from the asphalt trail paralleling the highway. The Village owns the land but currently the trail is not developed and has no destination point - the Village will secure right-of-way and/or easements as they become available in hopes of ultimately extending the trail to loop back to Highway 42 or south to Country Lane.
- A short path for pedestrians and cyclists to avoid the downtown area by connecting them from Maple Drive to Canterbury Road.
- Connecting Judith Blazer Drive, where the Northern Door Children's Center is located, to Cherrywood Lane to the south.
- Widening Pebble Beach Road to 22 feet (currently 15-18 feet) to connect Highway 42 to Pebble Beach.
- Widening South Highland Road from Highway 42 to Cherrywood Lane to provide a shoulder for cyclists and pedestrians.
- Widening North Spring Road from 20 feet to 26 feet when that road is up for repaving in 2025.

- A trail along the proposed housing development the Village owns east of the Sports Complex.
- Sidewalks along Sunset Drive.
- Improvements to Scandia Road to minimize pedestrian and vehicular incidents.

Besides those above, long-term goals for bicycle and pedestrian improvements include connecting jurisdictions to aid in the completion of a trail loop connecting Kewaunee County via the Ahnapee State Trail in southern Door County to the tip of Door County. Bay-Lake Regional Planning Commission is currently working on the Bayshore Trail Feasibility Study commissioned by the Town of Gibraltar in partnership with Sister Bay and the Town and Village of Egg Harbor, as well as the DNR, which envisions a 16-mile Bayshore Connectivity Trail that will link the communities of Sister Bay, Ephraim, Fish Creek, and Egg Harbor, along with the towns of Liberty Grove and Gibraltar.

SNOWMOBILE TRAILS

Sister Bay lies within the extensive Door County Snowmobile Trail System, which comprises roughly 250 miles of interconnected state and club trails. There are two sets of snowmobile trails that are part of the Door County Snowmobile Trail System – Northern Zone that converge along the Village’s jurisdictional boundary. One of the trails follows the Hwy 57 right of way and connects to the Highway 42 trail, while the other comes in from the north, west down Mill Road, and ultimately heads south on the Highway 42 trail. The Northern Zone of the Door County Snowmobile Trail System is shown below in a map collected from the county’s website.



RECREATIONAL PROGRAMMING

Recreational programming refers to organized activities and events designed to promote leisure, physical activity, social interaction, and personal development. Recreation-based programs offered in the community are detailed in Figure XX below. While the Village owns and maintains properties used for much of the recreational programming offered, it does not host any specific programs throughout the year. Village recreational programs are primarily run on a volunteer basis by organizations associated with various athletic programs. The Sports Complex is most frequently used for recreational programs.



Figure XX Village Recreational Programming

Program	Hosted By	Location	Description
Men's Hardball	Sister Bay Bays	Sports Complex	Local men's team part of the Door County Baseball League; Sundays in summer.
Youth t-ball	Nor-Door Youth T-ball League	Sports Complex	Youth league that uses the Little League Field 1x week in summer months.
Youth Soccer	Northern Door County Youth Soccer Association	Sports Complex	Summer program affiliated with SAY soccer, games are held in June and July.
Pickleball	Door County Pickleball Club	Sports Complex	The Pickleball Club reserves the courts 3x a week in summer for their club play.
Ice Skating	Village of Sister Bay	Sports Complex	Seasonal outdoor rink open to the public. Home to a broomball league and a hockey tournament.
Broomball	Door County Broomball League	Sports Complex	Locally sponsored teams. Weekly games when ice is available.
Disc Golf	Village of Sister Bay	Sports Complex	No organized league - just casual play. 9 holes, grass tees.
Tennis, sledding, casual basketball	Village of Sister Bay	Sports Complex	Drop-in, no reservations required for casual use.
Misc. training locations	Various	Various	Pebble Beach Park is used for triathlon training (swimming), as are Sister Bay roads (biking).



COMMUNITY EVENTS

A variety of community events are held throughout the year that draw thousands to the Village. While some events are hosted by the Village, others are hosted by partners such as the Sister Bay Advancement Association (SBAA) and the Sister Bay Historical Society. Figure XX below details key community events that are held in the Village throughout the year. These events help foster community spirit, attract tourists, and provide entertainment for residents and visitors alike.



Figure XX Major Village Events

Event	Hosted By	Location	Description
Door County Pond Hockey Tournament	Peninsula Pacers	TKH Community Ice Rink	Held annually in February, ice dependent. Attracts approximately four dozen teams.
Egg Hunt	SBAA	Sports Complex	Annual event, Easter weekend.
Concerts/Movies in the Park	SBAA	Waterfront Park Pavilion	Concerts held Wednesdays and movies Sundays throughout summer.
Pride	Northern Door Pride	Village Hall and Waterfront Park	Annual event held in June. Some activities take place in the adjacent park.
Kite Day	SBAA	Sports Complex	Held in June alternating years with Brick Party. Features kites from Wisconsin Kite Fliers Association members.
Freedom Fest	Village	Marina Park	Annual event held the weekend after the 4 th of July with fireworks at dusk.
Door County Festival of Fine Arts	SBAA	Waterfront Park	Annual event held in August. Features approximately two dozen artists from WI.
Marina Fest	SBAA	Sister Bay Marina and association grounds	Annual event held Labor Day weekend. Traditionally hosted by the Village and area nonprofits but now hosted by the SBAA.
Village-Wide Rummage Sale	SBAA	Various	Annual event held in May (registration required)
Brick Party by the Bay	SBAA	Village Hall and adjacent area	Held in July, but alternates with Kite Day so it may not be held every year. Attendees create Duplo designs and enjoy Lego creations
New Year's Fireworks and Cherry Drop	Village and SBAA	Sports Complex; Highway 42 and Maple Drive	Held annually on New Year's Eve. Includes fireworks, ice skating, shopping, music and dropping of a large cherry at midnight.

Goat Parade	SBAA and Al Johnsons	Downtown Area	Annual event held in June. Includes a parade and roofing goats on Al Johnson's Swedish Restaurant
Peninsula Century Bike Ride	Peninsula Pacers	Waterfront Park	Annual September ride event throughout Door County. Attracts hundreds of cyclists.
Fall Fest	SBAA	Downtown Area Waterfront Park	Annual weekend event held every October. Largest event in Northern Door County attracts tens of thousands of people.
Capture the Spirit	SBAA and Village	Downtown Area, Village Hall, Library	Annual event near Thanksgiving. Village decorates downtown area for the arrival of Santa; events at Village Hall and Library.
Christkindlmarkt	Historical Society	Historical Society Corner of the Past Museum	Annual holiday event covers three weekends.

PARK MAINTENANCE AND OPERATION

The Village of Sister Bay's Parks/Maintenance Department manages multiple facilities and parks that lie within the Village limits. It is the goal of the employees in that department to maintain the Village's properties and facilities to a standard that exemplifies the pride of not only the residents of the Village but business owners, officials, and visitors. The main objective in attaining that goal is to ensure that all Village facilities and parks are safe, clean, accessible, and aesthetically pleasing.

Village staff are responsible for much more than the maintenance and operation of the park system. The twenty facilities that the Sister Bay Department of Public Works currently maintains, wholly or in part, are:

- Sports Complex (2155 Autumn Court)
- Marina Park (off N. Bay Shore Drive)
- Pebble Beach Park
- Sledding Hill (2155 Autumn Court)
- Dog Park (Autumn Court)
- Information Booth (2380 Gateway Drive)
- Performance Pavilion (2362 Mill Road)
- Sister Bay Marina (10733 N. Bay Shore Drive)



- Waterfront Park (off N. Bay Shore Drive and Mill Road)
- Public Restrooms (10671 N. Bay Shore Drive)
- Bike/Pedestrian Trail (abuts S. Bay Shore Drive)
- Boathouse (10697 N. Bay Shore Drive)
- U.S. Post Office (10685 N. Bay Shore Drive)
- Sister Bay-Liberty Grove Library (2323 Mill Road)
- Sister Bay-Liberty Grove Fire Station (2258 Mill Road)
- Parks Maintenance Building (2160 Autumn Court)
- Village Hall (10693 N. Bay Shore Drive)
- Village Administration Building (2383 Maple Drive)
- 15.03 Miles of Village Roads and Streets
- Lawns at the Wastewater Treatment Plant (2124 Autumn Court)
- Lawns at the Village's Three Well Houses
- Maintain the Wis DOT Trail along Highway 42, south of the downtown area

In 2025, the Village employed a total of five full-time and two part-time staff responsible for the upkeep of the Village's facilities and parks. Operating hours are from 7:00 AM to 3:30 PM on weekdays, with weekend and night shifts adjusted according to the Village's requirements. During peak tourism seasons, staff members adopt a rotating weekend schedule to ensure the cleanliness and maintenance of Village parks, facilities, and properties. In winter, their duties extend to snow removal at Village-owned facilities as needed.

The Village's Park crew plays a crucial role in preparing, assisting, and organizing special events and festivals, including the vital task of designating the locations of underground water, utility, and electrical lines before any tented events take place on Village-owned properties.



CHAPTER 4: PARKLAND ANALYSIS AND NEEDS ASSESSMENT

The Needs Assessment of the Village's Outdoor Recreation Plan serves as a crucial foundational step in understanding the current state of outdoor recreational opportunities within the community. The assessment uses comprehensive data and public insight to determine if community open space needs are being met. The findings of this assessment provided important information ultimately helped to develop strategies and recommendations found later in this document.

PARK AND RECREATION NEEDS STANDARDS

The National Park and Recreation Association (NPRA) recommends that each community determines its own standards, level-of-service metrics, and long-range vision for its parks and recreation system based on community issues, values, needs, priorities, and available resources. While locally derived standards will better identify park system deficiencies, it is important to compare the Village to similar-sized communities and national averages as a benchmark for analysis.

The NPRA Park Metrics is a benchmarking resource that allows communities to effectively manage and plan for their operating resources and capital facilities. This tool along with the *NPRA 2023 Agency Performance Review* was used to gather insight on how the Village's Park system compares to other similarly sized jurisdictions in the state and throughout the nation.

According to the National Recreation and Park Association's (NPRA) Agency Performance Review, which evaluates thousands of park and recreation agencies nationwide, communities with populations under 20,000 typically provide the following levels of service:

- **Parks per Population:** On average, there is one park for every 1,225 residents. At the lower end (25th percentile), agencies provide one park for every 666 residents, while at the upper end (75th percentile), the ratio is one park for every 3,162 residents.
- **Parkland Acreage:** Agencies generally maintain 13 acres of parkland per 1,000 residents. The range is between 6 acres per 1,000 residents (25th percentile) and 21.1 acres per 1,000 residents (75th percentile).
- **Trails:** A typical agency oversees about 4 miles of walking, hiking, running, or biking trails. The low quartile maintains around 2 miles of trails, while the high quartile provides up to 10 miles.



Comparing these highlights from the NRPA Agency Performance Review to the Village's current park and recreation system, it was found that the Village exceeds the typical metrics for jurisdictions under 20,000. Within the Village of Sister Bay:

- There is 1 park for every 164 residents
- There are 51 acres of parkland for every 1,000 residents
- The Village manages or maintains 1.15 miles of trails for active recreation

When comparing the Village to surrounding jurisdictions and jurisdictions of similar population, the Village is on par, if not excelling in most categories.

Figure xx Sister Bay NRPA Park Comparison					
Community	Village of Sister Bay	Village of Egg Harbor	Village of Ephraim	Village of Luxemburg	Village of Denmark
Population (2020)	1,148	358	345	2,685	2,408
Total Number of Parks	7	5	12	4	4
Number of Parks/Resident	1 park / 164 residents	1 park / 72 residents	1 park / 29 residents	1 park / 671 residents	1 park / 602 residents
Total Park Acreage	58	32	303	15	41
Park Acres/Resident	1 acre / 20 residents	1 acre / 11 residents	1 acre / 1.1 resident	1 acre / 179 residents	1 acre / 59 residents

Given the seasonal nature of the Village as well as the growing population, the Village should analyze the NRPA benchmark metrics, which are released annually, and update the comparison table above using updated Census data or DOA population projections.

FACILITY NEEDS STANDARDS

The NRPA's analysis of the type and number of amenities and facilities provided in parks was used to compare the Village of Sister Bay to communities throughout the country with a population of less than 20,000. Of the facilities/amenities currently located within the park system, the Village exceeds the national median number of residents per facility. However, there are many amenities/facilities that the Village does not currently have located within any of its parks.

Figure xx Sister Bay NRPA Facilities Comparison			
Facility/Amenity Type	NRPA Median Number of Residents / Facility	Number of Facilities	Number of Residents / Facility
Playgrounds	2,014	2	574
Basketball Courts	3,729	1	1,148
Baseball Field – Youth	3,114	1	1,148
Tennis Courts (Outdoor)	2,805	2	574
Multipurpose Rectangular Field	3,859	0	0
Dog Park	11,100	1	1,148
Softball Field - Adult	5,800	0	0
Softball Field - Youth	5,079	0	0
Baseball Field – Adult	7,627	1	1,148
Community Gardens	8,178	1	1,148
Swimming Pools (Outdoor)	9,745	0	0
Soccer Field – Youth	3,600	0	0
Multiuse Courts (Basketball and Volleyball)	5,093	2	574
Soccer Field – Adult	6,955	1	1,148
Skate Parks	10,726	1	1,148
Football Field	8,637	0	0
Pickleball (Outdoor)	3,252	4	287
Regulation 18-Hole Courses	9,587	0	0
Multiuse Courts (Tennis and Pickleball)	4,868	2	574
Multipurpose Synthetic Field	9,518	0	0
Ice Rinks (Outdoor)	8,045	1	1,148
Lacrosse Field	9,786	0	0
Field Hockey	18,000	0	0

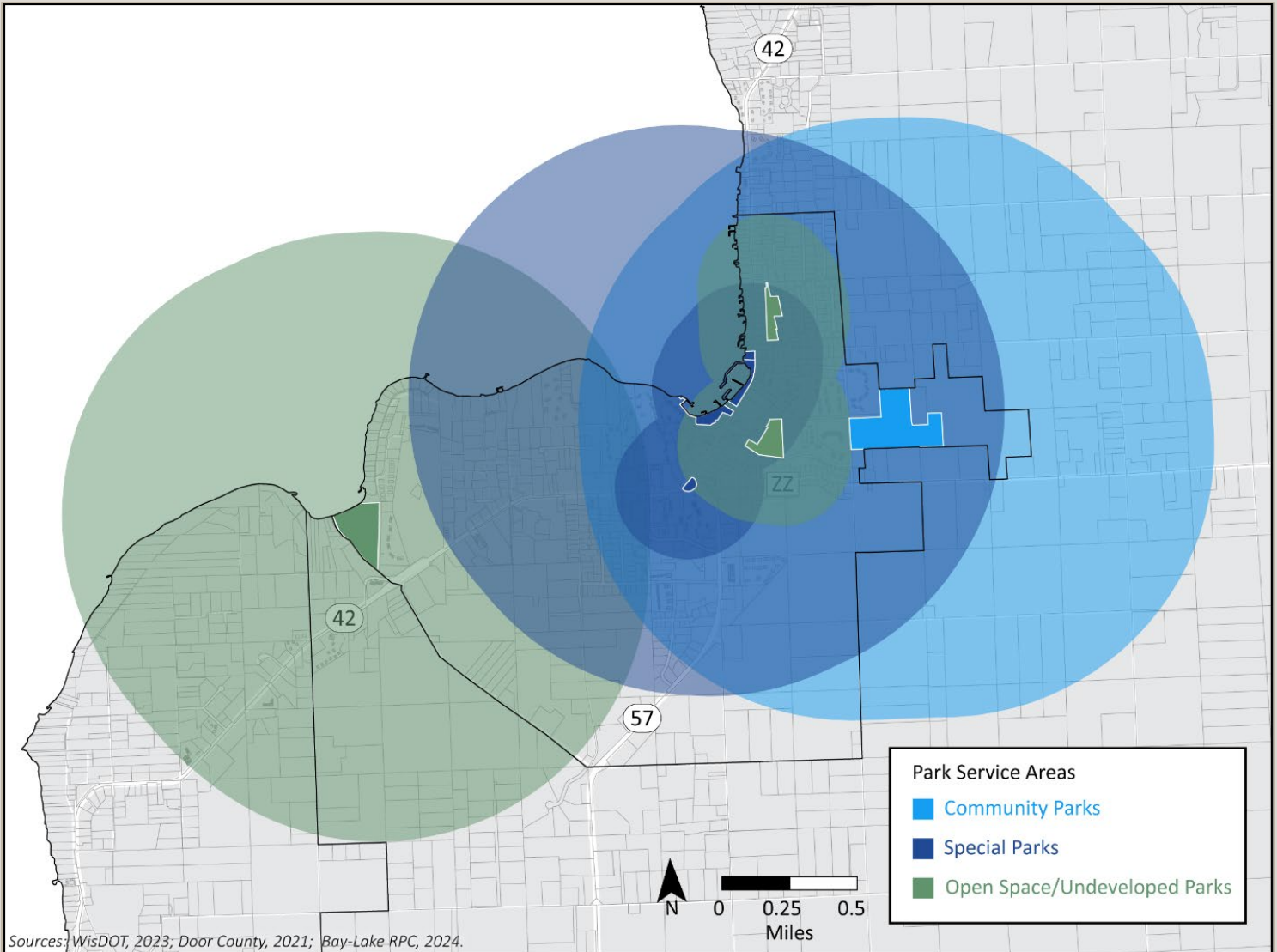
PARK SERVICE AREA REQUIREMENTS

In the past, the NRPA classified service areas based on park-type classifications. The NRPA's service area was identified as a radius around a park that serves a certain population or neighborhood. However, the NRPA now recommends that communities

develop their own metrics for park level of service. To remain consistent with the park classifications identified in Chapter 3 of this plan, the level of service area for each of the Village's parks was based on the NRPA's historical recommendations and other outdoor recreation planning documents. Below is an overview of service area requirements for the Village's existing parks, accompanied by a map of the park service areas on the following page.

- A community park, such as the Sister Bay Sports Complex, serves an entire community or region. While the Sports Complex serves the entire community and beyond, the map identifies a one-mile radius around this park.
- A special use park, such as Gateway Park, Sister Bay Marina Park, and Waterfront Park serves a radius area of 1/4 mile to one mile. Gateway Park and the Sister Bay Marina park are shown with a 1/4 mile radius, whereas Waterfront Park is shown with a one-mile radius.
- An undeveloped open space park, such as Pebble Beach, Mill Road Parcel, and North Spring Parcel serves an area of 1/4 mile to one mile. Pebble Beach is shown with a one-mile radius, whereas Mill Road and North Spring Parcels are shown with a 1/4 mile radius.

Based on the service areas, the map shows the Village lacks a park development that serves residential populations located in the southern portion of the Village. At a minimum, the Village should analyze the NRPA's historic park level of service area metrics when acquiring or developing new park spaces within Village limits.



NEW PARKLAND DEVELOPMENT

In 2025 the Village solicited a neighborhood park to be developed near the intersection of Ava Hope Court and Northwoods Drive. This park is to be developed in conjunction with a housing development and will serve as a Village park that is open to the public. This new park will help to serve the lack of park infrastructure that serves residential populations located in the southern portion of the Village. It is anticipated that this park will include play equipment, grills, picnic tables, and a short trail.

PROGRAMMING REQUIREMENTS

The “prime directive” for all park and recreation agencies is to serve the public. Delivering high-quality services to all community members is a key commitment of park and recreation professionals. According to the NRPA, agencies serving a population of less than 20,000 typically hold 30 fee-based programs per year. The Village does not hold any fee-based programs at this time.

STAFFING REQUIREMENTS

In 2023, the Village employed a total of five full-time and two part-time staff responsible for the upkeep of the Village’s facilities and parks. According to the NRPA, park and recreation agencies serving jurisdictions of less than 20,000 residents have a median of 11.3 full-time equivalent (FTE) employees on staff (6 FTE on staff is the lower quartile and 22 FTE is the upper quartile). When compared to the national average for jurisdictions under 20,000 in population, the Village is on par with the lower quartile.

The duties and responsibilities of parks and recreation professionals go beyond just operating parks and providing recreational programming and services. The NRPA identified the top responsibilities of park and recreation agencies, and the Village’s park staff share many of these responsibilities in some capacity.

The top responsibilities of park and recreation agencies located throughout the country as identified by the NRPA include:

- Operate and maintain indoor facilities (91 percent of agencies)
- Have budgetary responsibility for their administrative staff (88 percent)
- Operate, maintain or manage trails, greenways and/or blueways (84 percent)
- Conduct major jurisdiction-wide special events (80 percent)
- Operate, maintain or manage special-purpose parks and open spaces (75 percent)
- Operate, maintain or contract racquet sport activities/courts/facilities (69 percent)
- Operate and maintain non-park sites (68 percent)
- Operate, maintain or contract outdoor swim facilities/water parks (66 percent)
- Administer or manage tournament/event-quality outdoor sports complexes (57 percent)
- Administer community gardens (47 percent)

ACCESSIBILITY ASSESSMENT

Currently, the Village's park system is not accessible to all. Some parks are more accessible than others. An accessibility assessment is below. It is essential to analyze and plan for accessibility improvements to promote inclusivity, comply with legal requirements, ensure equity, foster social connections, support health and well-being, and enhance tourism and economic opportunities. By prioritizing accessibility, communities can create outdoor spaces that are welcoming and enjoyable for everyone.

SPORTS COMPLEX

Currently, the park is not fully accessible. Aside from the parking lot that contains four designated accessible parking stalls, much of the park lacks infrastructure to meet ADA requirements. The playground equipment and the gazebo are not accessible. Community gardens include gravel and dirt pathways, which, according to the American with Disabilities Act (ADA), do not meet the requirements for firmness, stability, and slip resistance. Furthermore, raised garden beds are not included, which can be difficult to access for those in wheelchairs. No sidewalks are provided to access the baseball fields, which does not meet the requirements of ADA.

WATERFRONT AND PARK

The facilities at Waterfront Park are moderately accessible for persons with disabilities. Reserved parking is provided, and hard surface walkways allow for access into the park and an accessible sidewalk leads to the gazebo. However, prominent park features such as the playground and swim pier are not connected to the path system. The playground is not universally accessible and does not include appropriate equipment for young children (ages two to five). Enhancements constructed between 2015-2017 provided universal access to the swim pier from the Highway 42 business district as well as the parking area behind the existing post office.

The marina, launch ramps and land-based facilities meet accessibility requirements.

GATEWAY PARK

Although the outdoor tourist kiosk is fully accessible, the cabin used by the Historical Society for programming purposes includes a step to get into the front door. The restroom facility is not designed to meet current ADA codes.

PEBBLE BEACH

This park is currently not accessible. ADA accessibility has been incorporated into the goals, objectives, and strategies of this plan and it is recommended that the Village takes the necessary steps to incorporate ADA measures into future park improvement and planning projects.

CHAPTER 5: IMPLEMENTATION

The Implementation Chapter translates the vision, goals, and recommendations of the Village of Sister Bay's Outdoor Recreation Plan into a clear and actionable strategy. It outlines the specific projects, priorities, timelines, and responsible parties necessary to enhance and expand recreational opportunities in the Village. This chapter serves as a tool for decision-makers, staff, grant administrators, and community partners to coordinate efforts, allocate resources efficiently, and track progress over time. This chapter includes goals/objectives, the capital improvement schedule, plans for maintenance and operation, and lastly, potential funding for implementation.

GENERAL RECOMMENDATIONS

Recommended improvements for each park within the Village can be found under the park inventory, while general recommendations can be found below. These recommendations were gathered through discussions with Village staff, park site visits, community feedback, the NRPA needs assessment. These recommendations are further supported by the goals and objectives below.

- Develop clear wayfinding signage within the community to direct visitors and residents to parks, community facilities, and landmarks.
- Improve upkeep and general maintenance of existing parks.
- Develop a fully accessible playground based on universal design concepts.
- Implement a parkland dedication ordinance and adjust the impact fee ordinance to ensure adequate parkland and facilities for new residents.
- Create a bike and pedestrian map that shows existing and proposed trails throughout the Village, to be updated as connections are built.
- Identify locations for additional neighborhood parks with guidance from the Village Comprehensive Plan and the future parks/trails map.

GOALS AND OBJECTIVES

The goals and objectives from the 2014-2018 CORP were analyzed by the Ad Hoc Outdoor Recreation and Transportation Committee and taken into consideration when updating the current goals and objectives listed below.

Goal 1: Provide space throughout the Village for outdoor recreation and environmental protection.

Objectives

- Establish an optimal long-term acreage standard for parks and open space by the end of 2025.
- Identify priority geographic areas for future parkland and natural space acquisition.

- Develop and adopt a five-year implementation plan to achieve space and acreage goals.
- Acquire and permanently preserve natural areas, open spaces, wetlands, and habitats for at-risk species.
- Partner with willing landowners to protect significant natural resources through conservation easements, land donations, or other preservation tools.
- Maintain and reinvest in existing parklands to ensure long-term sustainability.
- Develop new neighborhood parks in more densely populated areas of the Village.
- Preserve undeveloped Village-owned land as green space to maintain ecological and community value.
- Expand trail systems to connect parks, natural areas, and neighborhoods.
- Pursue signature amenities such as a splash pad/ice rink with youth recreation center to serve year-round needs.
- Encourage reforestation efforts, including replacement of ash trees and planting on private property.
- Enhance the Sports Complex to serve as a multi-purpose park with improved play areas, signage, and amenities for residents and visitors.
- Manage sensitive areas with protective measures such as restricting dogs on beaches.
- Promote walkability throughout the Village while preserving its natural character.
- Encourage landowners with properties having significant natural resources to donate to the land trust.
- Work to acquire or preserve important natural areas and open spaces such as the bluff trail on the south side of Sister Bay.
- Require new multi-family developments to include dog parks where pets are allowed.
- Establish tree replacement requirements for developers to ensure no net loss of tree canopy.

Goal 2: Provide well-maintained recreational facilities for active and passive recreational use, serving all ages and interest groups.

Objectives

- Assess facility needs bi-annually through community engagement.
- Monitor usage and condition of parks and recreational programs on an ongoing basis.
- Prioritize maintenance and improvements of existing facilities to meet community standards.
- Expand the Sports Complex to include a children's playground and running track.

- Expand recreation programming to better serve preschool children, teens, older adults, and individuals with disabilities.
- Identify and designate locations for seasonal activities such as sledding, ice skating, skiing, gardening, and community events.
- Maintain an inventory of common replacement parts and establish a proactive inspection schedule, especially during peak summer months.
- Provide additional seating and benches at Waterfront Park for passive recreation and cultural enjoyment.
- Establish a volunteer committee to support the Parks Committee and assist with implementation of projects.

Goal 3: Serve residents and visitors of all abilities by encouraging the design of recreational facilities whenever practical to meet the requirements of the Americans with Disabilities Act.

Objectives

- Conduct annual inspections of all parks to identify safety hazards and ADA compliance issues, with prompt corrective action.
- Design all new parks and facilities to meet ADA Title II and III requirements and support seniors and individuals with disabilities.
- Retrofit existing facilities to improve accessibility where feasible.
- Apply safe design principles to improve safety and usability across all facilities.
- Pursue accessible enhancements such as an overlook at Pebble Beach, in coordination with the Land Trust.
- Engage a volunteer advisory group to review accessibility needs and provide input on implementation.

Goal 4: Provide safe and efficient bicycle and pedestrian access between residences, local businesses, parks, recreational sites, and other adjoining communities.

Objectives

- Develop a comprehensive system of trails and sidewalks connecting parks, neighborhoods, the waterfront, and adjoining communities.
- Expand multi-use trails to accommodate walking, biking, snowmobiling, and cross-country skiing.
- Work with neighboring communities, the county, the state, local advocacy groups, and the regional planning commission to coordinate bicycle and pedestrian planning projects that enhance safety and connectivity.
- Require developers to integrate pedestrian and bicycle infrastructure into new commercial and residential projects or provide easements for future connections.
- Improve safety by developing the Highway 57 trail while preserving tree cover and natural aesthetics.

- Enhance wayfinding and safety with signage for shared road use by bikers and pedestrians.

Goal 5: Preserve the welcoming small-town character and culture of the Village.

Objectives

- Design parks and facilities to strengthen neighborhood cohesion and provide common areas for neighborhood gatherings.
- Where feasible, incorporate green infrastructure (bioswales, rain gardens, infiltration strips) to manage stormwater and reduce environmental impacts.
- Anticipate demographic changes and adapt recreation programs and facilities for all ages, interests, and seasons.
- Carefully evaluate the impact of paid parking on Village character.
- Encourage small businesses that contribute to the Village's cultural and economic vitality.
- Limit large-scale development that could disrupt the Village's character, including restrictions on downtown hotels/condos and building heights along the lakeshore.
- Enforce architectural design standards to ensure new development complements existing character.
- Don't allow any new buildings to be built on the lakeside between Mill Rd. and Sunset on HWY 42 and limit anything else to 2 stories.
- Focus on the community's changing demographics and develop a seasonal recreation framework that highlights opportunities for spring, summer, fall, and winter activities across all age groups.
- Pursue opportunities for small-scale neighborhood "pocket parks" connected by trails and sidewalks.

Goal 6: Pursue intergovernmental opportunities to provide recreational amenities to Northern Door County.

Objectives

- Seek state, federal, and private grants to support parkland acquisition and facility development.
- Partner with Door County, nearby municipalities, and community groups to provide shared facilities and programming.
- Coordinate with neighboring villages to establish a continuous regional bike trail network.
- Collaborate with Northern Door communities (Egg Harbor, Fish Creek, Ephraim, Ellison Bay) to share costs and benefits of large-scale amenities.
- Develop a regional funding framework for high-cost facilities such as ice rinks, community centers, bluff trails, and preserved lands with public access.

CAPITAL IMPROVEMENTS SCHEDULE

The Village of Sister Bay Capital Improvements Schedule (CIS) summarizes all outdoor-recreation related expenditures from the Village's Capital Improvement Plan. The CIS lays out improvements for the next five years (2025 – 2029).

Figure XX: Capital Improvement Schedule			
Park/Facility	Improvement Type	Amount	Year
HWY 57 Trail	Trail Construction	\$1,145,600	2026
Ava Hope Community Park	Park Development (grading, seeding)	\$30,000	2026
Dog Park	Renovations and Relocation	\$125,000	2027
Village Trail System	Wetland Determination, Permitting, and Engineering	\$100,000	2027
Pebble Beach	Engineering for Parking, Restrooms, Overlook	\$30,000	2027
Pebble Beach	Construct Parking, Restrooms, Overlook	\$125,000	2028
HWY 42 Trail to Ephraim	Trail Construction	\$1,220,100	2028
Waterfront Park	Inclusive Playground Equipment	\$450,000	2030
Village Trail System	Construction	\$300,000	2030

OPERATION AND MAINTENANCE

The park system is maintained by the Village's park crew. The Village is considering adding additional staff members as the Village grows and expands its park system. There is a need for at least one new park department crew member to assist with department responsibilities as well as a part-time clerical employee to assist with invoicing, meeting preparation, reservations, and more.

The Village's park department will continue to maintain the Village's park system and other properties in accordance with the maintenance schedule found below. The maintenance schedule must be reviewed and updated as the Village expands, adding new Village-owned properties or parkland. Furthermore, the Village needs to balance the increased maintenance demands of proposed capital improvement projects with their commitment to existing park facilities.

Figure xx Village Maintenance Schedule			
Maintenance Type	Responsible Party	Location	Frequency
Lawn maintenance of all public lawns	Parks Crew	The entire park system and all public buildings and Welcome signs	Weekly in the growing season
Trail general maintenance	Parks Crew	Public trails within Village limits	Weekly in the summer/as needed in off-season

Flower beds/mulch beds	Parks Crew	Waterfront Park, Gateway Park, Fire Station, Sports Complex, Marina Park, other public property	Weekly in the summer
Snow removal & Salt	Parks Crew	All public lots and applicable sidewalks within Village limits, assist the county with Village roads if they fall behind	As needed
Parks building check, clean, repair	Parks Crew	Waterfront Park (bathroom, changing rooms, Performance Pavilion, Village Hall, gazebo); Sports Complex (warming house, bathrooms, Bay Concession, soccer shed); Gateway Park (bathrooms, old school house); Pebble Beach (future pit toilet, info kiosk); cold storage off Autumn Court; post office; administration building	Daily/seasonal
Maintenance asst. to Library and Fire Station	Parks Crew	Sister Bay/Liberty Grove Fire Station and Library	Daily cleaning of public access area; assistance to library as needed
Paint/Striping	Parks Crew	Streets, public lots, curves, and trails	As needed, annually
Parks building, amenity repair and painting	Parks Crew	Waterfront Park, Sports Complex, Gateway Park	As needed
Trash collection	Parks Crew	Waterfront Park, Gateway Park, Sports Complex, Administration Building, Fire Station, Village Hall, Pebble Beach, all public trash bins	2x daily in open spaces, 1x indoors, others weekly
Light pole maintenance and electrical outlets	Parks Crew & Electrical Contractor	All parks and trails and along sidewalks in downtown area	Annually
Seasonal Decorations and displays	Parks Crew	Waterfront Park, Gateway Park, Sports Complex, downtown area, Library	Seasonally
Beach Maintenance	Parks Crew	Waterfront Park, Pebble Beach	Daily in summer
Filling potholes	Parks Crew	Village streets	Seasonally, and as needed
Brushing /tree removal	Parks Crew	Village streets, all Village property	Seasonally
Culvert and associated ditch clearing	Parks Crew	Village culverts and ditches	Seasonally
Public Flower planting and maintenance	Parks Crew and Volunteers	Waterfront Park and downtown area	Summer
Roadkill	Parks Crew & County	All Village Streets	As needed
Special event management and signage	Parks Crew & Sister Bay Advancement Association	Typically Waterfront Park, Village Hall and downtown area, sometimes includes Gateway Park and Sports Complex	Seasonally

Assistance with special events	Parks Crew	Waterfront Park, downtown roads, Sports Complex	Seasonally
Equipment maintenance (trucks, mowers, snow removal equipment, etc.)	Parks Crew	Parks Building/cold storage	Throughout year
Ice rink maintenance and operations	Parks Crew, Ice rink manager, volunteers	Sports Complex (TDH Building)	Seasonally
Dog Park maintenance, dog waste receptacles	Parks Crew	Dog Park at Sports Complex, all public waste receptacles	Waste pick-up is 1x daily; mowing dog park is weekly
Dock maintenance	Marina/Parks Crew	Sister Bay Marina	Seasonally
Pest Control	Parks Crew	All Village public and nonpublic Village spaces	Daily
Litter pick-up	Parks Crew	All Village public property, all Village roads, and ditches	Daily in summer; as needed in the off-season
Vandalism	Parks Crew	All Village Public Property, all Village roadways	As needed
Shouldering roadways	Parks Crew	All Village roadways	As needed
Flag & flagpole maintenance	Parks Crew	N Bay Shore Dr, Library, Gateway Park, Administration Building, Sports Complex	Seasonally and as needed
Street & informational signs maintenance	Parks Crew	All Village property, all Village streets	As needed
Leaf clean up	Parks Crew	N Bay Shore Dr, Waterfront Park, Sports Complex, Dog Park	Seasonally
Snow Removal preparation	Parks crew	All Village public parking lots and roadways	Seasonally
Facilities Parks winterization	Parks Supervisor/ Contractor	Waterfront Park, Gateway Park, Sports Complex, Dog Park, Marina Park, Marina, Boat House	Seasonally

FUNDING PROGRAMS

Below is a list of recreation-grants administered by various local, state, federal, and private agencies, including the WI DNR. This list acts as a starting point and does not contain all the grants that are currently available.

The latest information related to these grants can be obtained by visiting the URL listed. The Bay-Lake RPC also maintains a funding and grant opportunities portal that provides information about new and upcoming funding opportunities. This portal can be accessed on the Bay-Lake RPC website or by visiting: <https://funding-opportunities-baylakerpc>.

ACQUISITION & DEVELOPMENT OF LOCAL PARKS

Helps to buy land or easements and develop or renovate local park and recreation area facilities for nature-based outdoor recreation purposes (e.g., trails, fishing access and park support facilities). Applicants compete for funds on a regional basis. This grant program is part of the Knowles-Nelson Stewardship Program.

BOATING INFRASTRUCTURE GRANT PROGRAM

Tier 1 grants are for smaller projects that add transient boating infrastructure to the area. Tier 2 grants are for larger projects and are competitively judged at the national level.

CLEAN VESSEL ACT

A nationwide competitive federal grant program that provides funding to states as part of an effort to clean up the nation's waterways. The CVA encourages states to subcontract with private marinas/businesses as well as local units of government to construct projects.

LAND & WATER CONSERVATION FUND - STATE PROGRAM

This Federal program encourages creation and interpretation of high-quality outdoor recreational opportunities. Funds received by the DNR for this program are split between DNR projects and grants to local governments for outdoor recreation activities. Grants cover 50 percent of eligible project costs.

HABITAT AREA

Protects and restores important wildlife habitat in Wisconsin in order to expand opportunities for wildlife-based recreation such as hunting, trapping, hiking, bird watching, fishing, nature appreciation and wildlife viewing. This grant program is part of the Knowles-Nelson Stewardship Program.

LAND & WATER CONSERVATION FUND - STATE PROGRAM

This Federal program encourages creation and interpretation of high-quality outdoor recreational opportunities. Funds received by the DNR for this program are split between DNR projects and grants to local governments for outdoor recreation activities. Grants cover 50 percent of eligible project costs.

RECREATIONAL BOATING FACILITIES

Counties, towns, cities, Villages, WI tribes, sanitary districts, public inland lake protection and rehabilitation districts and qualified lake associations for recreational boating facility projects.

RECREATIONAL TRAIL PROGRAM

Counties, towns, cities, Villages, WI Tribes, and incorporated organizations may apply for grant funding for development and maintenance of recreational trails and trail-related facilities for both motorized and non-motorized recreational trails uses. Funds from this program may be used in conjunction with the state snowmobile or ATV programs and Stewardship development projects.

SPORT FISH RESTORATION

Counties, towns, cities, Villages, tribes, sanitary districts, public inland lake protection and rehabilitation districts, and qualified lake associations may apply for grants to construct fishing piers and motorboat access projects.

STATE TRAILS

Applications for grants under this subprogram must be for properties identified as part of the State Trail system. It is possible for sponsors to nominate additional trails for state trail designation. The Streambank Protection Program protects water quality and fish habitat in Wisconsin by establishing buffers along high-priority waterways. This grant program is part of the Knowles-Nelson Stewardship Program.

URBAN GREEN SPACE

These grants help buy land or easements in urban areas to preserve the scenic and ecological values of natural open spaces for nature-based outdoor recreation, including non-commercial gardening. This grant program is part of the Knowles-Nelson Stewardship Program.

FUND FOR LAKE MICHIGAN

The mission of the Fund for Lake Michigan is to improve the health of Lake Michigan, its shoreline and river systems, for the benefit of the people and communities that depend on it for water, recreation and commerce. Grant funds can be used for projects that

protect critical natural habitats, reduce polluted runoff, water quality monitoring, water-quality improvements, and more.

NPS RIVERS, TRAILS, AND CONSERVATION ASSISTANCE PROGRAM

The National Park Service - Rivers, Trails, and Conservation Assistance program (RTCA) supports community-led natural resource conservation and outdoor recreation projects across the nation. Our conservation and recreation planning professionals partner with community groups, non-profit organizations, tribes, and government agencies. This partnership assists local communities in realizing their conservation and outdoor recreation vision and goals by providing a broad range of services and skills. No monetary grants are made.

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

The Transportation Alternatives Program (TAP) is a legislative program that was authorized in Fixing America's Surface Transportation Act ("FAST Act"), the federal transportation act that was signed into law in December of 2015. TAP can provide funding for infrastructure and planning projects. These projects must relate to surface transportation and primarily serve to benefit or increase non-motorized methods of transportation.

DESTINATION DOOR COUNTY COMMUNITY INVESTMENT FUND

The Community Investment Fund, administered by Destination Door County in partnership with the Door County Community Foundation, reinvests a portion of room tax revenue from visitors back into the community. The program funds projects that both enhance the visitor experience and improve the quality of life for local residents. Eligible applicants include local governments, nonprofits, and business/civic organizations, with awards often ranging around \$100,000. Since launching in 2023, the Fund has invested more than \$2.8 million into community-enhancing projects across Door County.

RAIBROOK FOUNDATION

The Raibrook Foundation offers two different types of grants (mini and general grants) to local nonprofit 501(c)(3) organizations and public-sector entities in Door County, notably schools and parks, focusing on projects in education, history, and recreation. They typically act as a co-funder, requiring applicants to have other confirmed or allocated funding rather than covering the project in full. The grant program operates on a monthly cycle, with applications due by midnight on the first of each month and funding decisions made within approximately four weeks.

WISCONSIN COASTAL MANAGEMENT PROGRAM

The Coastal Management Grant program provides grant funding to local governments, nonprofit organizations, schools and universities, and state agencies for coastal

resiliency projects. The funding of these grants is made possible by NOAA's Office for Coastal Management in the U.S. Department of Commerce, with a match requirement from applicants, for innovative coastal initiatives.

T-MOBILE HOMETOWN GRANTS PROGRAM

T-Mobile Hometown Grants fund projects that build, rebuild, or refresh community spaces that help foster local connections in your town. Examples include town square pavilions, historic buildings, an outdoor park, a ball field, or a library.

WALMART LOCAL COMMUNITY GRANTS

Walmart Local Community Grants are awarded through eight areas of funding, including environmental sustainability and quality of life. Projects under Environmental Sustainability include preventing waste, increasing recycling, or supporting other programs that work to improve the environment in the local service area. Projects under Quality of Life include improving access to recreation, arts or cultural experiences for low-income individuals and families in the local service area.

WISCONSIN NRF BESADNY CONSERVATION GRANTS

The C.D. Besadny Conservation Fund was established to invest in grassroots conservation and education projects that benefit Wisconsin's lands, waters, and wildlife, and that connect people to Wisconsin's natural resources. Grant funds can be used for habitat restoration, water quality monitoring, trail building, rare plant preservation, and more.

APPENDIX

DRAFT

PUBLIC OUTREACH RESULTS

Top Priorities (Respondents listing the following as their #1 priority)

- Hiking/Biking/Walking Trails (39%)
- Tennis Courts (10.4%)
- Beach Area (6.5%)
- Winter Activities/Ice Rink (6.5%)
- Parking/Traffic Concerns (5.2%)

All Priorities (Respondents listing the following in any of their top 5 priorities)

- Hiking/Biking/Walking Trails (25%)
- Parking/Traffic Concerns (7.8%)
- Tennis Courts (6.2%)
- Winter Activities/Ice Rink (5.9%)
- Playground Equipment (5.2%)

COMPREHENSIVE PLAN SURVEY

Between September 8, 2023, and October 16, 2023, a survey was conducted for the comprehensive plan update. There was a total of **152 responses**. Below is a synopsis of the park and recreation-focused questions from this survey.

Question 6. How do you feel about the following:

Parks and Natural Areas			Park and Recreation Services		
Rating	#	%	Rating	#	%
Very Satisfied	67	44.1%	Very Satisfied	51	33.6%
Satisfied	55	36.2%	Satisfied	69	45.4%
Neutral	14	9.2%	Neutral	23	15.1%
Dissatisfied	14	9.2%	Dissatisfied	7	4.6%
Very Dissatisfied	2	1.3%	Very Dissatisfied	2	1.3%
Total	152	100.0%	Total	152	100.0%

Question 7. Which of the following should be prioritized for improvement within the Village?
(Respondents were asked to select five priorities)

Out of the 18 choices, “Recreation Areas and Green Space” was chosen as a top five priority by 71 respondents.

Other responses received that were park/recreation related included:

- Pedestrian sidewalks/connections in and from residential areas.
- Eliminate new development, preserve existing historic.
- Only green space.
- Outside bathrooms year-round. How about Village hall by post office.
- Bike lanes and trails, more native plants and less lawn, more trees.
- Keep green land.

Question 9. Please indicate if you agree or disagree with the following. *(Respondents were asked to select if they Agree, Disagree, or are Neutral on the given options)*

Rating	Agree	Neutral	Disagree
I am within walking or biking distance of parks and open spaces	75.0%	11.2%	13.8%
I am within walking or biking distance to shopping (groceries, necessities, retail, ect.)	66.4%	15.1%	18.4%

Question 11. Would you be willing to pay increased taxes or fees to: *(Respondents were asked to select Yes, No, or Maybe on the given options)*

Upgrade, improve, or increase pedestrian and bicycle pathways			Upgrade, improve, expand, or increase park spaces and amenities		
	#	%		#	%
Yes	68	44.7%	Yes	71	46.7%
Maybe	38	25.0%	Maybe	53	34.9%
No	46	30.3%	No	28	18.4%
Total	152	100.0%	Total	152	100.0%

Question 13. In general, what is missing or lacking in Sister Bay? *(Respondents were asked to select all that apply of the given choices)*

Missing or Lacking in Sister Bay		
	#	%
Parks and Open Spaces	35	8.3%
Trails	45	10.6%
Park Amenities	16	3.8%
Bicycle and Pedestrian Connectivity	69	16.3%
Total	165	39%

There were 30 "other" responses. Those that relate to park/recreation include:

- Dog park that is usable in the winter.
- Trees
- Splash Pad

Question 26. The quality of parks and outdoor recreation spaces in Sister Bay are:

Recreational Spaces		
	#	%
Excellent	65	43%
Adequate	68	45%
Inadequate	18	12%
Unsure	1	1%
Total	152	100.0%

Question 27. Within the Village of Sister Bay, how often do you use or partake in the following:

Facility	Almost Daily	Somewhat Frequently	Frequently	Occasionally	Never
Waterfront Park	18%	34%	28%	17%	3%
Marina Park	14%	26%	23%	26%	11%
Ice Rink	1%	7%	7%	41%	45%
Facilities Available for Rent in Village Parks	0%	1%	4%	22%	74%
Dog Park	4%	7%	8%	22%	60%
Sledding Hill	1%	4%	6%	29%	61%
Movies in the Park	1%	8%	6%	36%	49%
Gateway Park	0%	7%	3%	20%	70%
Sister Bay Sports Leagues/Summer Camps	3%	4%	9%	16%	68%
Snow Sports	3%	2%	5%	28%	63%
Sister Bay Water Sports	6%	13%	16%	39%	26%
Sister Bay Beach	13%	22%	27%	34%	5%
Sister Bay Sports Complex	6%	9%	22%	37%	26%

Question 30. Please indicate if you agree or disagree with the following statement about Sister Bay's transportation system:

When it comes to parking and vehicle activities, the Village could use:					
	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Additional parking in the summer	47%	29%	12%	9%	3%
Additional parking year round	10%	16%	30%	32%	11%
Additional parking lots	18%	38%	19%	14%	10%
Additional street parking	10%	18%	34%	30%	9%

Sidewalks are adequate and safe		
	#	%
Strongly Agree	18	11.8%
Agree	69	45.4%
Neutral	25	16.4%
Disagree	31	20.4%
Strongly Disagree	9	5.9%
Total	152	100.0%

Alternative modes of transportation, such as walking and biking are important		
	#	%
Strongly Agree	69	45.4%
Agree	62	40.8%
Neutral	14	9.2%
Disagree	3	2.0%
Strongly Disagree	4	2.6%
Total	152	100.0%

There is adequate bicycle access and infrastructure		
	#	%
Strongly Agree	7	4.6%
Agree	24	15.8%
Neutral	35	23.0%
Disagree	58	38.2%
Strongly Disagree	28	18.4%
Total	152	100.0%

Crosswalks in the Village are in the right location and are safe		
	#	%
Strongly Agree	11	7.2%
Agree	58	38.2%
Neutral	32	21.1%
Disagree	37	24.3%
Strongly Disagree	14	9.2%
Total	152	100.0%

Question 32. The Village should engage in bicycle and pedestrian planning and improvement**Engage in Bike/Ped Improvement**

	#	%
Strongly Agree	61	40.1%
Agree	51	33.6%
Neutral	28	18.4%
Disagree	11	7.2%
Strongly Disagree	1	0.7%
Total	152	100.0%

efforts: *(Respondents were asked to rank from strongly agree to strongly disagree for the given statement)*

Question 33. The Village should work to improve bicycle/pedestrian safety and access to**Bicycle and Pedestrian Safety**

	#	%
Strongly Agree	63	41%
Agree	54	36%
Neutral	28	18%
Disagree	5	3%
Strongly Disagree	2	1%
Total	152	100.0%

neighboring communities: *(Respondents were asked to rank from strongly agree to strongly disagree for the given statement)*

28. Please share additional details about parks, outdoor recreation, and cultural resources within the Village of Sister Bay.

No trails; nothing for seniors

Retired. Some of above does not apply, but family use when in town.

The old Village hall is not historically significant so don't waste any money on that. Tear it down and zone it for a private sector office condos. Use proceeds for affordable housing. Don't waste tax dollars on this boondoggle.

Dog park gets daily use more than some of the above. Just saying..... Waterfront is lovely (used half the year) but dogs need exercise year round and tourists with dogs are mounting in numbers.

Good kayak launch area

I look forward to having Village Hall a refreshed and multi-use center for community activities, particularly during the off-season.

We need an Ice Rink that has refrigerated coils so it can be open daily for 5 months a year. We need a Community Center with programs for families, teens and seniors and adjacent to an expanded Sports Complex. Developing with area will draw people away from downtown and the beach in season and create activities for locals in the off season. We need bike and walking trails to neighboring communities as well as around Sister Bay.

What/where is Gateway Park? Given that Sister Bay is one of the fastest-growing communities, and has seen a surge in residents under 18 and especially under 5, the Village should be creating additional playgrounds and year 'round activities for youth and teens (ice rink, playgrounds, bike paths). This shouldn't all be on SBAA.

Ice rink! The Village needs to support updating this great asset!

Age is interfering with my use.

More natural areas!!!!

Need to preserve/restore the natural shoreline. The businesses downtown will be affected by rising water levels within 50-100 years. Need to plan with that in mind. Better to have more open space downtown and preserve some "uptown" land for businesses that will need relocating in the longer (but not that far off) future.

The dog park NEEDS a large dog/small dog divider!!! I will never take my 27 lb Aussie there as she was manhandled by large (labradors) dogs when she was young! It is not a safe space for small dogs! Baileys and Egg have better dog parks than Sister Bay! Also it's silly to not allow dogs south of the marina space!!! You simply need more poop bag stations and signs demanding pick up!

Just because I don't use all the record options doesn't mean I don't support them. I know many people do take advantage of these opportunities.

Create some full time pickleball courts. Not converted tennis courts.

Nice job of supplying parks ect for all adjacent communities that don't pay for them.

Park entertainment by beach too,loud, feel bad for condo owners. We don't need more bars

Mulch does not make for a soft landing for playgrounds. Look into the bouncy type rubber flooring.

Don't try and cram every possible activity into the Village—Door County has many opportunities throughout

The Village is behind in developing permanent pickle ball courts with permanent nets.

Move the post office. It's not in the right place and interferes with park-like activities that could happen in that space.

I attended the open house for the Parks at the fire station a few weeks ago. Please make a timeline for the plan, and the costs involved.

Love the Marina and the Boat Rentals

Although I don't use a lot of these options I believe they should be available

Preserving parks and keeping them less developed like pebble beach would add value to Sister Bays character.

ADA parks and public areas are always needed

I love the beach in Sister Bay! Add water quality tracking sign like they are in other communities.

Needs to be more competition so better ammenities and types of boasts jet skis are available. Also they should absolutely not rent those 3 wheel cars next summer. Accidents waiting to happen.

Pebble Beach is a great addition. I am happy that it is still dog friendly.

Its a great place to launch a kayak.

The parks are adequate but are already starting to look dated. The playground needs to be updated. Parking around waterfront park needs to be improved. The parks could use art and an improved look.

The dog park seems popular, but it looks like it will be much smaller when it's relocated. Maybe it should be built closer to the restroom, and warming buildings.

The drawings of the new recreational area show that a road will be put in that will connect to Scandia Road. I've been up over 20 years, and the cars, and trucks are really speeding as they travel West toward 42. Where Scandia meets Hwy 42, there is a lot of traffic. Cars and trucks are backing up into the road from Birdo's parking lot to the North. There are boats on trailers turning on to 42. With the new marina parking at the sports complex, and housing, that will increase. There is no space for walkers, some pushing baby buggies, to get off the road. The grass by the road is not cut, and gets so tall there is no way to step to safer ground. A traffic study should be done by somebody with the knowledge to advise about safety.

The focus is on recreation and not on enjoying nature and preserving the water quality and supporting wildlife. I'd like to see more focus on preserving the natural beauty of Sister Bay rather than more sports fields and parking lots.

No more downtown condo/apartment development.

The Village has done an excellent job in this area. Keep it up!

The ice rink project to keep ice stable would help winter use

Job well done, especially the beach/marina

All three- fantastic.

We need cross country ski trails

Possible air pump for floatables by beach/bathrooms

Food Trucks

We need an outdoor Community Pool

Permanent Pickleball courts

Think Sister Bay has done a fine job of developing the waterfront and sports complex. Paths for snowmobiling a plus as well. Sled hill is definitely something for really little kids. Proximity to Peninsula State Park offers any thing we might be lacking...real sled hill and plenty of trails for all levels of hiking.

Parks are just a distraction from the real issues.

there should be four-wheeler trails or make them road legal

Keep more land for outdoor activities

PUBLIC WORKSHOP RESULTS

A public workshop was held on October 30, 2023, in the Village of Sister Bay which 41 people attended. The public provided their feedback through activities/exercises that were geared toward the Village's park and trail system. Below is a synopsis of the stations that were used to engage the public and the results of those activities.

STATION 1: BUDGETING EXERCISE

Each attendee received \$1,000 in "money" to expend on various categories such as trail expansion, invasive species management, tree planting, and more. This prioritization activity allowed the public to split the money into eight categories. A total of \$41,000 (or 41 participants) was expended.

Category	Amount
Trail Expansion/Maintenance	\$ 7,300.00
Park Amenity Upgrades	\$ 6,600.00
New Park Amenities	\$ 5,200.00
More Neighborhood Parks	\$ 4,200.00
Tree Plantings	\$ 4,000.00
Beach Area	\$ 3,700.00
Parking	\$ 3,500.00
ADA Accessibility	\$ 2,500.00
Picnic Area Maintenance	\$ 2,100.00
Ash Tree Mitigation/Invasive Species Management	\$ 1,900.00

The top choice among participants was trail expansion/maintenance, followed by park amenity upgrades and new park amenities. The category with the least expenditures was invasive species mitigation followed by picnic area maintenance and ADA accessibility.

STATION 2: SWOT ANALYSIS

A "SWOT analysis" was conducted to receive feedback from the public. Participants used sticky notes to write opinions on what they feel the parks need and what they like or dislike within the Village's four established parks.

Sports Complex - Likes

- beautiful facilities
- Sister Bay baseball field
- lighting at baseball field
- pickleball courts x2
- winter sports snowmobiling
- quiet
- community gardens x2
- keep snowmobile trail
- baseball fields are in great shape
- field conditions are great/well-kept

Sports Complex - Dislikes

- lack of close bathrooms near bay field, no recycling bins at bay's field
- fix the lighting at rink to make dark-sky friendly
- splash pad x2

- better bathrooms - too small
- lights at sports complex - dark sky friendly? Turn off times or downlighting

Sports Complex - Needs

- more pickleball courts
- SPLASH PAD (might remove some congestion by the beach)
- more parking x2
- coils for ice rink + warming house for kids to hang
- walking trail and more parking
- splash pad
- solar flowers (big ones)
- pickleball courts with nets
- bleachers at ice rink for broomball, garbage and recycling bins

- splash pad. Pickleball (trendy)
- publicly-funded skating rink
- inability to use the ice rink due to melting

- 1 - 2 porta-potties at bay field (none in place 2023)
- next playoff championship had 700+ in attendance but people young and old have to walk a city block to use bathroom
- circulator transport
- more and better pickleball courts
- coiled in rink with warming house
- have shade over seating at ball field

Pebble Beach - Likes

- do nothing
- it's natural and quiet
- it's a perfect place as is
- keep it natural
- incredible views
- love as is - nothing needed

- walking trails
- a portion of the beach that is dog-accessible
- keep it as-is
- natural environment

Pebble Beach - Dislikes

- over-crowded often, lack of parking

Pebble Beach - Needs

- canoe/kayak access
- viewing platform so disabled can also get close to water's edge
- more native plants - trees
- mountain bike trail x2

- benches
- more trails
- bathrooms
- More parking.
- Garbage/recycling bins

Marina Park - Likes

- benches & boardwalk
- Green space

- peaceful and quiet
- I like the open green space

Marina Park - Dislike

- Too many boats
- don't use marina to house workers
- use of pesticides on the grass

- entitled boaters with bad attitudes
- no parking - parking is for "marina customers"

- boathouse should be used as Marina clubhouse

Marina Park - Needs

- canoe/kayak access
- dark sky friendly lighting
- more trees along road

Waterfront Park - Likes

- beautiful view
- a place for family
- walking path
- bathrooms open later in the season

Waterfront Park - Dislikes

- pizza litter
- goose poop
- music pavillion is too small for peninsula symphonic band
- more rinse-off stations for beach
- get rid of falling-apart planters along the parking on Mill Rd - they look terrible!
- more beach space

Waterfront Park - Needs

- add a climbing web and merry-go-round
- more handicap parking
- improve Mill Rd by music pavillion
- provide more parking near music pavilion
- more handicap parking by music pavillion
- need Village Hall to be for beach access - bathrooms and showers (changing stalls)
- Park sky-friendly lighting
- Parking
- Electric at the gazebo

- better bathrooms - tenants and for the public

- picnic tables for visitors along boardwalk

- less trees
- native plant use
- landscaping - native plants
- like playing on the stage area

- less plants by sidewalk
- the gravel beach is terrible! Bring back sand!!
- I wish dogs were allowed
- can't access Post Office all summer
- the sand
- the playground isn't that fun

- Bathroom opened at least April 1 to Jan 1
- Less parking or make it paid
- Rubber mat playground - more accessible
- more trees along road to create tree canopy and hide/ cushion visual impact of development
- more picnic tables
- sand. More playground equipment.
- wheelchair accessible to beach
- move Post Office
- better sand

STATION 3: ENOUGH PARKS?

Station 3 asked participants to place a sticker under yes or no to answer the question "Are there enough parks to accommodate the needs of the Village?". Participants were also able to provide additional feedback on what additional park types are needed by recording their responses on a large notepad.

Are there enough parks to accommodate the Village?	
Yes	No
16	11

What other park types are needed?
pickleball courts/wind screens
pickleball courts with permanent nets
natural experience focus
splash pads at Sports Complex
pickleball courts
playground in uptown area (small) x2
path to connect housing to other businesses and services x2
new ice rink
woodlands/green space. Quiet space
doggy splash pad
trails - downtown to Wiltse property - downtown through Wiltse to 22
green space for the animals, especially the wetlands for frogs
ice rink - warming house
safe biking/walking path for seasonal employees
more parks by apartments
outdoor pool
ADA accessible senior park playground

STATION 4: TRAIL PLANNING

Participants were asked "what would you like to see on future trails?" and recorded their answers on a large blank notepad.

What would you like to see on future trails?
keep it natural
trails to be UTV sized for rescue
continue snowmobile trail access to Sister Bay
encourage walking
no lighting on fire station path
no activities stations
multi-use path along Woodcrest Rd
keep it natural style path/dark sky
path from Prebble Beach to Sister Bay beach along bluff
improve pedestrian access around the corner Woodcrest Rd and Scandia Rd
add new snowmobile to Sister Bay businesses
lighting after dark
game to engage young trail users - maybe on signs
line paths with trees to create canopy
"flowering" trees (fruits)
car alternatives (use? Via? Utv?) pedestrian trails (**this one was hard to read**)

STATION 5: PREFERENCE ACTIVITY

Two posters were presented with different types of infrastructure and amenities. Participants were able to select several choices for what they would like to see added to the Village's parks.

Amenities	
Type	Votes
1. Separate Tennis and Pickleball Courts	11
2. Splash Pad	12
3. Vita Course/Stations	8
4. Pump Track for Bikes or Boards	6
5. Archery Range	6
6. All-Inclusive Playground	12
7. Indoor Ice Rink	6
8. Roller Skating Rink	4
9. More Indoor Activities	3

Waste and Recycling Receptables	
Type	Votes
1	8
2	2
3	1
4	5
5	2
6	8

Green Infrastructure	
Type	Votes
1. Land Conservation	13
2. Rain Gardens	4
3. Green Roofs	1
4. Planter Boxes	10
5. Bioswales	3
6. Permeable Pavements	9
7. Green Streets and Alleys	9
8. Green Parking	7
9. Urban Tree Canopy	11

STATION 6: COLOR STATION

Participants were able to draw/color their favorite activity on a large roll of paper. Some beautiful drawings displayed activities such as a splash pad, baseball diamond, playground, pier, and more.

COMMENT CARDS

Comment cards were available to write anything regarding the parks. Four comments were received.

- Improve bathroom facilities at baseball field, a bathroom or porta-potty closer to the field. Add press box for DCL announcers and radio broadcasts. Bring back recycling bins and add more of both garbage and recycling bins all around field. Move bleachers from baseball field to rink in winter to improve fan experience; only option is standing on ice or in snow bank. Clearly-labeled recycling bins at rink too.
- Not in favor of nature trail behind Woodcrest Village. Better pedestrian safety along Woodcrest Road and Scanda, particularly at the corner. Improve road drainage.
- Less is more. There are parks all over Northern Door.
- Please don't develop the 2 undevelopable acres. 1) N Spring Rd. 2) Mill rd parcel – Mother Earth needs this for biodiversity. Yes, please, pursue "green" infrastructure.

NRPA SERVICE AREA REQUIREMENTS

The National Recreation and Park Association (NRPA) provides guidelines for park service areas and classifications to help communities plan and develop park systems that meet the needs of their residents. These guidelines suggest typical service areas, sizes, and features for different types of parks. Here's an overview of the NRPA park service area requirements by park type classification:

1. MINI PARKS (POCKET PARKS)

- **Size:** 2,500 square feet to 1 acre
- **Service Area:** Less than 1/4 mile radius
- **Purpose:** Addresses limited, isolated, or unique recreational needs.
- **Features:** Playgrounds, picnic areas, benches, and landscaped areas.

2. NEIGHBORHOOD PARKS

- **Size:** 1 to 5 acres
- **Service Area:** 1/4 to 1/2 mile radius, uninterrupted by major roads or barriers
- **Purpose:** Provides basic recreational opportunities and activities for nearby residents.
- **Features:** Playgrounds, open play areas, sports fields, picnic areas, trails, and small shelters.

3. COMMUNITY PARKS

- **Size:** 5 to 50 acres
- **Service Area:** 1 to 2 mile radius
- **Purpose:** Meets community-based recreational needs and may preserve unique landscapes and open spaces.
- **Features:** Athletic fields, swimming pools, community centers, trails, large picnic areas, and significant natural areas.

4. LARGE URBAN PARKS

- **Size:** 50 acres or more
- **Service Area:** Several communities or an entire city
- **Purpose:** Provides diverse recreational opportunities and preserves large open spaces.
- **Features:** Multiple sports facilities, large natural areas, gardens, extensive trails, event spaces, and water features.

5. NATURAL RESOURCE AREAS

- **Size:** Variable
- **Service Area:** Variable; depends on the resource and community needs
- **Purpose:** Protects and manages natural resources, open space, and wildlife habitats.
- **Features:** Trails, interpretive signage, minimal development to preserve natural conditions.

6. GREENWAYS

- **Size:** Variable
- **Service Area:** Connects various parks and community features; no fixed radius
- **Purpose:** Provides linear parks and trail corridors for recreation and transportation.
- **Features:** Trails for walking, biking, jogging, and nature study.

7. SPORTS COMPLEXES

- **Size:** Variable, usually 40 acres or more
- **Service Area:** Serves the entire community or region
- **Purpose:** Consolidates athletic fields and facilities for competitive sports.
- **Features:** Multiple sports fields/courts, stadiums, parking, restrooms, and concession areas.

8. SPECIAL USE PARKS

- **Size:** Variable
- **Service Area:** Variable; based on the specific use
- **Purpose:** Meets specific community needs, such as golf courses, historical sites, or botanical gardens.
- **Features:** Varies significantly depending on the park's purpose.

9. CONSERVANCY PARKS

- **Size:** Variable
- **Service Area:** Variable; can be community-wide or larger
- **Purpose:** Protects and preserves natural landscapes and provides opportunities for low-impact recreation and environmental education.
- **Features:** Hiking trails, interpretive programs, wildlife viewing areas, and educational signage.

When planning for the Village of Sister Bay, these classifications and service areas can guide the development of new parks and the enhancement of existing ones. By adhering to these guidelines, the Village can ensure equitable access to recreational facilities, promote active lifestyles, and preserve natural landscapes. Consideration of the local context, community needs, and available resources will help tailor these guidelines to best fit Sister Bay's unique characteristics.