PLAN COMMISSION MEETING AGENDA

Tuesday, July 28, 2026 -- 5:30 P.M.

Sister Bay-Liberty Grove Fire Station – 2258 Mill Rd., Sister Bay, WI – Large Meeting Room

To access the meeting electronically, click:
https://zoom.us/j/4439901723?pwd=yAVpi40M1OIqgNufcVUE8XWCUSkKaH.1&omn=9706363858
Meeting ID: 443 990 1723 Passcode: 304078
To connect by phone: 1-301-715-8592 - Meeting ID 443 990 1723#
For additional meeting information visit: www.sisterbaywi.gov, click 'Agendas and Minutes' or watch the meeting video online.

AGENDA

1. Call to Order & Roll Call
2. Approve of Agenda
3. Approve Meeting Minutes:
    a) June 23, 2026; Regular Meeting
4. Comments, Correspondence, and Concerns from the Public
5. Discussion/Action Items:
    a) Site Plan and Architectural Review; Sister Bay General Store, LLC; 10674 North Bay Shore Drive
    b) Site Plan and Architectural Review; Friends of the Ice Rink/Sister Bay Sports Complex; 2155 Autumn Court
    c) Text Amendment Revisions Discussions
    d) Review of Development Agreement Template
6. Zoning Permit Log
7. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
8. Next Meeting
    - Regular Monthly Meeting; August 25, 2026, at 5:30 P.M.; Large Meeting Room, Sister Bay-Liberty Grove Fire Station
9. Adjournment

Public Notice

For questions regarding the above agenda items or to review the related files contact Benjamin Andrews, Village Administrator, at administrator@sisterbaywi.gov. To submit letters in support or opposition of an agenda item that is *not* part of a public hearing, email adminassist@sisterbaywi.gov by 4:00 pm the day before the meeting; letters regarding a public hearing must be received by 4:00 pm the Thursday before the hearing. 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 Village Administration Office at 920.854.4118 or in writing to: Village Administration Building, 2383 Maple Dr., PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are typically available online.

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

Posted On: 07/24/2026

VILLAGE OF SISTER BAY
PLAN COMMISSION MEETING MINUTES
TUESDAY, JUNE 23, 2026
UNAPPROVED

1. Call To Order & Roll Call

Chairperson Nate Bell called the Plan Commission meeting to order on Tuesday, June 23, 2026, at 5:30 P.M., and roll call was taken.

Present: Commission members Nate Bell, Jerry Ahrens, Laurel Harff, Skip Heidler, Brigid White.

Staff Member(s): Village Zoning Administrator Benjamin Andrews, Administrative Assistant Sarah Bertges and Marina Manager Dave Lienau via Zoom.

Others: Kurt Harff, Katelyn Jerard, Chris Schmeltz, Amedee Savard, Marc Savard, Mary Pat Carlson. VIA ZOOM: Erin's IPhone, Paul Grossman.

2. Approve Of Agenda

Motion to approve the agenda as presented was made by Ahrens, second by Heidler, Motion carried - all ayes.

3. Approve Meeting Minutes

a. May 26, 2026; Regular Meeting

Two spelling errors noted.

Motion by Heidler, second by Harff to approve the meeting minutes as amended. Motion carried- all ayes.

4. Comments, Correspondence, And Concerns From The Public

Bell invited public comment. No members of the public or online attendees offered comment at this time.

5. Discussion/Action Items

a. Site Plan Review; Marina Building; 10733 Bay Shore Drive

Andrews presented the site plan for the proposed marina building, located within a P-1 district. The building's proposed height does not exceed the 35-foot limit. Andrews noted that while the front setback does not meet the current 50-foot standard, the proposed building does not extend beyond the footprint of the existing structure, and no concerns were identified regarding side or rear setbacks. The Commission raised the question of compliance with the ordinary high watermark setback. Marina Manager Dave Lienau, attending remotely, confirmed that the DNR had been consulted and did not anticipate an issue, and that engineering firm Stantec was in the process of formally delineating the ordinary high watermark, with results expected within a week. Heidler emphasized that the specific footage had not yet appeared on any submitted drawings and that formal verification was needed.

White noted that the updated architectural drawings showing revised wide-lap siding had inadvertently not been included in the packet. Lienau confirmed that the most recent version, reflecting changes requested at a prior courtesy review on May 14th, was available through the marina. The Commission discussed concerns regarding blank wall areas, particularly on the east elevation, and Lienau confirmed that the architectural team had addressed those concerns in the updated drawings.

Heidler raised questions regarding ventilation adequacy in the shower facilities, suggesting that the placement of exhaust returns may be insufficient during peak usage hours, and recommended a closer review during the bidding phase. Bell inquired about solar readiness, and Lienau confirmed that provisions for future solar installation—including a dedicated electrical and networking closet—had been incorporated into the second-floor design.

The Commission also discussed parking impacts, noting that the proposed trash enclosure would eliminate one or two spaces from the existing lot. It was confirmed that the marina's secondary parking lot, located approximately half a block away with over 100 spaces, would continue to serve additional demand. Heidler raised the question of whether both lots could be counted collectively to satisfy code parking requirements. The Commission reached general consensus that this had been the long-standing practice, and that the use was not substantially changing.

The Commission agreed that conditional approval was appropriate at this stage to allow the project to proceed to procurement and bidding, with specific conditions to be satisfied prior to final permit issuance.

Motion to approve the site plan for the marina building at 10733 N Bay Shore Drive, on the condition that the ordinary high watermark setback distance be formally identified and called out on the drawings, and that final siding materials and color selections be returned to the Plan Commission for review, was made by White and second by Heidler. The motion carried-all ayes.

b. Site Plan Review; Pergola Addition; CHOP – 2345 Mill Road

Andrews presented an application from CHOP restaurant for the addition of pergola structures at the front of the principal building. He explained that the application had initially been interpreted as requiring a conditional use permit for an accessory structure in the front yard, but that upon review of prior Plan Commission precedent—specifically the vestibule project—staff concluded that a structure permanently attached to the principal building may instead be treated as an addition, requiring only site plan review.

The Commission discussed this interpretation and reached consensus that, given the permanent and attached nature of the proposed pergolas, the application was appropriately treated as a site plan review rather than a conditional use permit.

The applicant clarified that the existing second-floor pergola covering had been damaged by wind and would be replaced with a louvered system in a light gray color to match the existing awning and vestibule. The applicant indicated a preference to address only the second-floor structure at this time, with the option to add similar structures at the ground level in the future. Andrews noted that ground-floor pergolas had been included in the original approved site plan and therefore would not require additional Commission approval.

The Commission confirmed that the motion would encompass both the second-floor replacement and the previously approved first-floor pergolas, providing clarity for future permit issuance.

Motion to approve the CHOP site plan with the addition of the pergolas on the second floor, as well as the first-floor pergolas in the future, was made by White and second by Bell. Motion carried, 4-1 with Heidler opposed on the basis that insufficient formal documentation had been provided to fully satisfy the review process.

c. Text Amendment Revisions Discussions

Andrews introduced three areas of proposed text amendment for Commission workshopping: (1) adding automotive body and mechanical repair as a permitted use in the B-1 General Business District; (2) revising the fee-in-lieu of parking framework; and (3) establishing regulations for Accessory Dwelling Units (ADUs).

Automotive Body and Mechanical Repair – B-1 District

The Commission discussed the proposed addition of automotive body and mechanical repair as a permitted use in the B-1 district. Heidler expressed concern about compatibility with adjacent residential properties, citing potential noise, storage of vehicles awaiting repair, dust, and volatile chemicals. He noted that Liberty Grove restricts such uses to parcels of at least 10 acres.

Other commissioners noted that similar concerns could be raised about existing permitted uses in the B-1 district, such as gas stations and commercial laundries, and that Sister Bay had previously hosted an automotive service business without generating complaints. A representative of the prospective business was present and stated that the operation would be conducted indoors, with full awareness

of buffering and compliance requirements, and that the business intends to be a good community partner.

The Commission reached general consensus in favor of allowing the use in the B-1 district, provided that appropriate performance standards are developed. Andrews was directed to prepare draft language addressing specific standards such as screening, outdoor vehicle storage, and operational compatibility. The Commission also indicated that the use should not be added to the B-3 district, and White raised the question of whether it should be removed from B-3 if it currently appears there, to be considered on a future agenda.

Fee-in-Lieu of Parking

Bell introduced a proposed revision to the fee-in-lieu of parking framework. He noted that the current fee of $1,000 per space has been static for approximately 19 years, and that replacing it with a codified formula tied to a CPI adjustment would provide predictability for both the village and participating businesses.

The Commission discussed the geographic scope of the program, with consensus that it should apply to the B-2 and B-3 districts rather than using a distance-based buffer. The Commission also agreed that the revenue generated should remain dedicated to parking-related expenditures.

Discussion addressed the treatment of existing participants in the program, with Andrews noting that a legal review with Village Attorney Randy would be appropriate to determine how current approvals interact with the proposed new framework. The Commission agreed that any new agreement should include a projected schedule so that participants can anticipate future costs.

The Commission expressed broad support for the formula-based approach, including a CPI escalator, and discussed the possibility of establishing an administrative threshold—approximately four to five spaces—below which a business could participate in the program without Plan Commission review. Andrews was directed to populate the formula with verified real-world data, including recent local land transaction values and construction costs, and return with a refined proposal.

Accessory Dwelling Units (ADUs)

Bell noted that the Plan Commission last addressed ADUs in 2019, at which time the concept had broad support until a concern arose regarding a state statute that grants any residential unit an inherent right to rent as a short-term rental. He indicated that while this concern remains, there may be ways to mitigate it through incentive-based approaches rather than direct prohibition.

A member of the public, Mary Pat Carlson, addressed the Commission and described her family's personal need for an ADU solution, explaining that she and her husband—long-time Sister Bay residents and business operators—wish to accommodate their daughter's family on their property but cannot expand their two-bedroom home to do so. Her comments illustrated the broader multigenerational and workforce housing benefits of allowing ADUs.

The Commission discussed the short-term rental concern at length. White noted that Wisconsin law does not automatically grant ADUs the right to be used as short-term rentals, and that local ordinances govern the question, though she cautioned that an adverse legal challenge could render any restrictions unenforceable. Harff observed that the STR market inflates property values and that deed restrictions in residential neighborhoods had previously been overridden by the state.

The Commission reached consensus that ADUs are a desirable tool for addressing the village's housing needs—including multigenerational living, workforce housing, and aging-in-place scenarios—and expressed a preference for long-term rental use over short-term rental. The Co_mmission discussed incentive mechanisms such as reduced setbacks or waived parking requirements for owner-occupied situations, while acknowledging that such incentives may not survive a change of property ownership.

Regarding parameters, the Commission generally supported allowing both attached and detached ADUs, a maximum of two bedrooms, a size cap in the range of 800–1,200 square feet, a height not to exceed the principal structure, and at least one additional parking space per unit following existing residential parking formulas. Heidler noted that ADUs should be limited to parcels with a single-family

detached principal dwelling, and that the R-4 district should likely be excluded given its density constraints.
Andrews was directed to consult with Village Attorney Randy on what restrictions are legally permissible under current state law, what incentive mechanisms have been upheld elsewhere, and to return with proposed draft language at a future meeting.

6. Annual Permit Log
Andrews noted that the working permit log had been distributed via email the prior Friday. Heidler clarified that the intent of this agenda item is to make the log available for Commission reference, not to review each permit in detail at every meeting.

7. Executive Session
a. Wisc. Stats. 19.85(1)(g) To Confer With Legal Counsel For The Governmental Body
Motion to convene into executive session pursuant to Wisconsin Statutes §19.85(1)(g) to confer with legal counsel regarding strategy with respect to a zoning permit application for an accessory building was made by Bell and second by Heidler. Roll call vote: Harff – yes; Heidler – yes; Bell – yes; White – yes; Ahrens – yes. The Commission convened into closed session at 7:38 P.M.
The Commission reconvened into open session following the executive session at 8:08 P.M.
Motion to reconvene into open session by Ahrens second by Bell. Roll call vote: Harff – yes; Heidler – yes; Bell – yes; White – yes; Ahrens – yes. Bell announced that the Commission would direct staff as discussed in closed session.

8. Matters To Be Placed On A Future Agenda Or Referred To A Committee, Official Or Employee
- Marina *ordinary high watermark setback distance be formally identified and called out on the drawings, and that final siding materials and color selections be returned to the Plan Commission for review*
- The text amendment items discussed under Agenda Item 5c:
    - Fee in Lieu - Staff directed to populate the formula with verified real-world data, including recent local land transaction values and construction costs, and return with a refined proposal.
    - ADU- Staff directed to consult with Village Attorney Randy on what restrictions are legally permissible under current state law, what incentive mechanisms have been upheld elsewhere, and to return with proposed draft language at a future meeting.
    - Auto Body/Mech Repair- Staff directed to prepare draft language addressing specific standards such as screening, outdoor vehicle storage, and operational compatibility.
- Zoning administrator report added to future agendas.

9. Next Meeting
The next regular monthly meeting of the Plan Commission is scheduled for Tuesday, July 28, 2026, at 5:30 P.M., in the Large Meeting Room of the Sister Bay-Liberty Grove Fire Station.

10. Adjournment
Motion to adjourn at 8:09 PM.
Motion by Heidler second by Harff. Motion carried -all ayes.

Respectfully submitted by Sarah Bertges, Administrative Assistant

STAFF REPORT

Date: July 21, 2026

To: Plan Commission

Re: Site Plan and Architectural Review; Sister Bay General Store, LLC; 10674 North Bay Shore Drive

Author(s): Benjamin Andrews, Village Administrator

PROJECT OVERVIEW

Sister Bay General Store, LLC, owned by Adam and Brigid White, has submitted a zoning permit application for a commercial construction project at 10674 North Bay Shore Road. The proposal includes a two-story general store with a basement intended for storage and kitchen preparation. The planned uses—retail, a walk-up food counter, and an ice cream shop—are permitted uses within the B-3 Downtown Business District, making the proposal allowable under current zoning regulations.

DIMENSIONAL STANDARDS COMPLIANCE

The project meets all dimensional standards required in the B-3 District. The minimum lot area is 4,500 square feet, while the lot in question encompasses 61,855 square feet. The minimum lot width requirement of 45 feet is also satisfied, with an existing width of 95 feet. The applicant proposes 52 percent green space, far exceeding the minimum requirement of 10 percent. The building height is planned at 35 feet, excluding the cupola, which complies with the district's height limitation. Additionally, all setback requirements are met, as the front yard setback exceeds 20 feet, the side yard setback meets or exceeds 6 feet with required green space, and the rear yard setback exceeds 15 feet to accommodate street access.

SITE PLAN AND LAYOUT REVIEW

The site plan demonstrates compliant building placement, with the footprint and orientation appropriately designed and the primary building entrance facing the street as required. Parking requirements are met, including the necessary number of stalls and ADA-compliant parking. Parking is not proposed in front of the building, and circulation patterns appear to be properly designed. Driveway placement is appropriate and meets the necessary standards. Sidewalks on the site exceed six feet in width and provide direct pedestrian connections to building entrances and outdoor use areas. Landscaping has been addressed through a submitted plan, and staff note no areas of concern. Utility and service areas are properly managed through the inclusion of screening for HVAC units and a fully screened dumpster enclosure with a six-foot fence.

ARCHITECTURAL REVIEW

Architectural elements of the proposal appear to comply with applicable standards. A lighting specification sheet is included, indicating all proposed lighting fixtures are downward-facing, consistent with required lighting practices. No concerns have been identified related to building design, materials, or lighting compliance.

STORMWATER AND DRAINAGE

The applicant submitted a drainage plan.

DEVELOPMENT AGREEMENT REQUIREMENT

All new commercial construction projects are required to enter into a Development Agreement unless specifically exempted by a three-fourths majority vote of the Plan Commission. Based on the scope of the proposed construction and standard Village practice, staff recommends proceeding with drafting the Development Agreement for this project.

RECOMMENDED CONDITIONS OF APPROVAL

Village Staff recommends approval of the project with conditions to ensure ongoing compliance and proper site function. These conditions include maintaining all landscaping and replacing any dead or declining vegetation, ensuring all dumpsters and receptacles remain fully screened, completing striping and related maintenance of the parking lot, etc.

STAFF RECOMMENDATION

Village staff recommend approval of the site plan and architectural review with conditions and recommend proceeding with drafting the Development Agreement for the Sister Bay General Store project.

WETLAND NOTICE AND ACKNOWLEDGEMENT

According to 2009 Wisconsin Act 373, no permit may be issued until the property owner signs the statement below acknowledging that s/he received the following notice:

> You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page at http://dnr.wi.gov/wetlands/locating.html or contact the Department of Natural Resources service center.

By signing this form, I acknowledge I have received this notice.

Print Property Owner Name Sister Bay General Store, LLC
Brigida Adam White

Property Owner Signature / Date [signature] 7/6/26

Property Identification Number 181000531284361

Address of property / parcel 10674 N. Bay Shore Dr. Sister Bay, WI 54234

Quick Reference Official's Contact List:

BENJAMIN ANDREWS – Zoning Administrator - E-Mail: administrator@sisterbaywi.gov / Tele: 920-421-4457

MEGAN BARNES – Utilities Director - E-Mail: megan.barnes@sisterbaywi.gov / Tele: 920-854-2246

BRETT GUILETTE – Building Inspector - E-Mail: brettg.isllc@gmail.com / Tele: 920-495-3232

DOOR COUNTY SANITARIAN – Telephone: 920-746-2308

Village of Sister Bay
2383 Maple Drive • Sister Bay, WI 54234
Phone: (920) 854-4118 • Fax: (920) 854-9637
E-mail: info@sisterbaywi.gov
Web Site: www.sisterbaywi.gov

▼ This Area For Office Use Only ▼	
Zoning Permit Fee:	**Permit Issued Date**

Standard Zoning Permit Application

Names & Mailing Addresses

Applicant's Name: (Property Owner)	**Contractor Name:**
Sister Bay General Store LLC; Adam & Brigid White	Carlson Erickson Builders, Inc.
Street Address: 10774 N Bay Shore Dr.	Street Address: 2585 Triax Pkwy
City • State • Zip Code: Sister Bay, WI 54234	City • State • Zip Code: Baileys Harbor, WI 54202
Home Phone: 608-628-5132	Business Phone: (920) 854-2162
Cell Phone: 608-628-5132	Cell Phone: (920) 328-7016
Email: brigid@whitefamilycottages.com	Email: SaraK@CarlsonEricksonBuilders.com
Parcel Identification Number (PIN) 1810005312843G1	Is this property connected to public water? ☐ No ☑ Yes
Street Address of Property in Sister Bay 10674 N Bay Shore Dr. Sister Bay, WI 54234	Is this property connected to public sewer? ☐ No ☑ Yes

Proposed Project

Type of Construction

*(Please check/complete **ALL** that apply below)*

☐ Home ☐ Pool ☑ Commercial
☐ Fence ☐ Single family ☐ Attached Garage
☐ Deck ☐ Multi-family ☐ Detached Garage
☐ Shed ☐ Boathouse ☐ Addition *(Describe below)*
☐ Other _____

Please Provide a Brief Description of Your Project:

General Store, retail, walk up food counter and ice cream shop. 2 story plus basement for storage and kitchen prep.

Project Details

Lot Size(Ft.): 75ft by 462ft
Total Lot Area (Sq. Ft.) 61,874 SQ. FT
Building Length 88ft Building Width 99ft
Building Footprint (Sq. Ft.) 5,531 SQ. FT
Number of Stories 2
Height (Roof Peak) 35ft (Primary Roof)
Type of Construction Conventional Wood

Estimated Cost $ 3.5 million

Please attach all the plans listed on the attached sheets.

Certification

I, the undersigned, hereby apply for a Land Use Permit and certify that all the information both above and attached is true and correct to the best of my knowledge. I affirm that all work performed will be done in accordance with the Sister Bay Zoning Code and with all other applicable laws and regulations. I hereby authorize the Zoning Administrator to enter the above-described property for purposes of obtaining information pertinent to my application request and to conduct land use code inspections.

Signature Brigid White Date 7/6/2026

♦ Area Below This Line For Office Use Only ♦

☐ **APPROVED**
☐ **DENIED**
Plan Commission Review Date: _____

Zoning Administrator: _____ **Date:** _____
CONDITIONS OF APPROVAL:

Utilities Approval:

_____
Utilities Representative
Date: _____

Estimated Impact Fee: _____
(Based on information provided by builder)

Plan Commission Review Set

for the

Sister Bay General Store



ARTIST'S RENDERING, NOT FOR CONSTRUCTION

Wade Weissmann Architecture, Inc.
8655 North Deerwood Drive - Brown Deer, Wisconsin 53209

WADE WEISSMANN ARCHITECTURE
GSW

SISTER BAY GENERAL STORE
10674 North Bay Shore Drive
Sister Bay, WI 54234

WADE WEISSMANN ARCHITECTURE, INC. P: 414.351.1200 F: 414.352.8385

© 2026

PRELIMINARY NOT FOR CONSTRUCTION

ISSUE:
COURTESY REVIEW 2026.05.05
PLAN COMMISSION 2026.07.07

COVER

G0.00

7/7/2026 12:43:06 PM

PROJECT DATA

OWNER INFORMATION

OWNER:

Brigid & Adam White
c/o Wade Weissmann Architecture Inc.
8655 N. Deerwood Drive
Brown Deer, WI 53209

PROJECT CONTACTS

ARCHITECT:

Wade Weissmann Architecture Inc.
8655 N. Deerwood Drive
Brown Deer, WI 53209

Tele: 414.351.1200
Fax: 414.352.8385

Contact: Michael Langer
email: mlanger@wwa-design.com

GEN. CONTRACTOR:

Carlson Erickson Builders, Inc.
2585 Triax Parkway
Baileys Harbor, WI 54202

Tele: 920-328-7016
Fax:

Contact: Craig Billings
email: craigb@carlsonericksonbuilders.com

CIVIL ENGINEER:

Stantec
312 N 5th Avenue, First Floor
Sturgeon Bay, Wisconsin 54235-2102

Tele: (920) 743-8211
Fax:

Contact: Skyler Witalison
email: skyler.witalison@stantec.com

STRUCTURAL ENGINEER:

Spire Engineering, Inc.
305 N. Plankinton Avenue, Suite 101
Milwaukee, Wisconsin, 53203

Tele: (414) 278-9200
Fax:

Contact: Brian Genduso
email: bjg@spireengineering.com

LANDSCAPE ARCHITECT:

Bridenhagen Tree & Landscape
2271 Old Lime Kiln Road
Baileys Harbor, WI, 54202

Tele: (920) 854-5993
Fax:

Contact: Ivan Bridenhagen
email:
bridenhagentreeandlandscape@gmail.com

GEOTECHNICAL ENGINEER:

Giles Engineering Associates, Inc.
N8 W22350 Johnson Drive, Suite A1
Waukesha, Wisconsin, 53186

Tele: (262) 544-0118
Fax:

Contact: Benjamin Stark
email: bstark@gilesengr.com

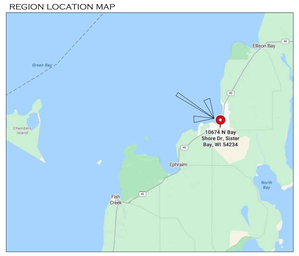
LIGHTING DESIGNER:

Lighting Design Solutions, Inc.
206597 Driftwood Lane
Mosinee, WI, 54455
Tele: (888) 357-7070, ext. 4
Fax:

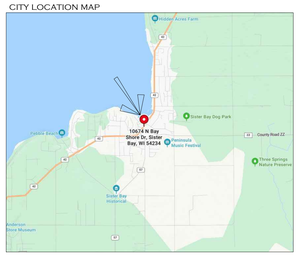
Contact: Ashley Thomer
email:
Ashley@LightingDesignSolutions.com

SITE LOCATION MAPS

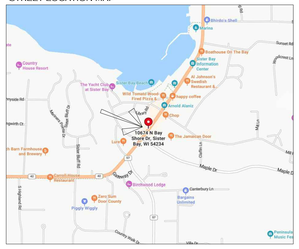
REGION LOCATION MAP



CITY LOCATION MAP



STREET LOCATION MAP



PROJECT INFORMATION

PROJECT ADDRESS:	10674 NORTH BAY SHORE DRIVE SISTER BAY, WISCONSIN, 54234
APN:	181-00-05312843G1
ZONING:	B-3
CURRENT USE:	VACANT
PROPOSED USE:	MIXED USE COMMERCIAL BUILDING
PROPOSED OCCUPANCY:	A-2, B, M
TYPE OF CONSTRUCTION:	V-B
FIRE SPRINKLERS:	YES
FIRE ALARM:	YES
LOT AREA:	61,874 SQ. FT. = 1.42 ACRES +-
PROPOSED LOT COVERAGE:	
REFER TO CIVIL PLANS	
SETBACKS:	
FRONT:	20' (FROM FACE OF CURB)
REAR:	40'
SIDES:	6'
WETLAND:	10'

PROJECT DESCRIPTION:
THE PROPOSED PROJECT INCLUDES A TWO STORY ABOVE GRADE COMMERCIAL BUILDING ON A 1.42 ACRE PARCEL. THE PROPERTY IS CURRENTLY VACANT. THE BUILDING WILL HAVE A LOWER LEVEL SUB-GRADE WITH TWO STORIES ABOVE GRADE WITH A MAXIMUM BUILDING HEIGHT OF 35' ABOVE PROPOSED GRADE (FINISH). THE PROPOSED OCCUPANCIES ARE RESTAURANT (A-2), RETAIL (M), AND OFFICE SPACE (B).

BUILDING HEIGHT:
MAXIMUM ALLOWED = 35' ABOVE PROPOSED GRADE (FINISH)
PROPOSED = 34'-2"+- ABOVE PROPOSED GRADE (FINISH).

BUILDING AREA IN SQUARE FEET (GROSS CONDITIONED):

LOWER LEVEL FLOOR PLAN:	5,610 SQ. FT.
MAIN LEVEL FLOOR PLAN:	5,531 SQ. FT.
UPPER LEVEL FLOOR PLAN:	3,941 SQ. FT.
TOTAL	15,082 SQ. FT.

CODE COMPLIANCE

2021 IBC, BUILDING CODE
2021 IBC, MECHANICAL CODE
2021 IBC, PLUMBING CODE
2021 IBC, ELECTRICAL CODE
2021 IBC, FIRE CODE
2021 IBC, ENERGY CONSERVATION CODE
2017 ICC, a117.1 ACCESSIBILITY CODE

INDEX OF DRAWINGS / DOCUMENTS

NEW SHEET ● ISSUED WITH REVISIONS ◐ ISSUED WITHOUT REVISIONS ○ SHEET REMOVED ☒

GENERAL

		PLAN COMMISSION 2026.07.07
G0.00	COVER	●
G1.00	PROJECT DATA	●
G2.00	OCCUPANCY CALCULATIONS	●

CIVIL

C001	COVER SHEET	●
C002	GENERAL NOTES AND QUANTITIES	●
C100	EXISTING CONDITIONS & REMOVALS	●
C101	EROSION CONTROL PLAN	●
C200	SITE PLAN	●
C201	VEHICLE TURNING PATHS	●
C300	UTILITY PLAN	●
C400	GRADING PLAN	●
C500	LANDSCAPE PLAN	●
C600	CONSTRUCTION DETAILS	●
C601	UTILITY DETAILS	●
C200	REDUCED ANGLE PARKING	●

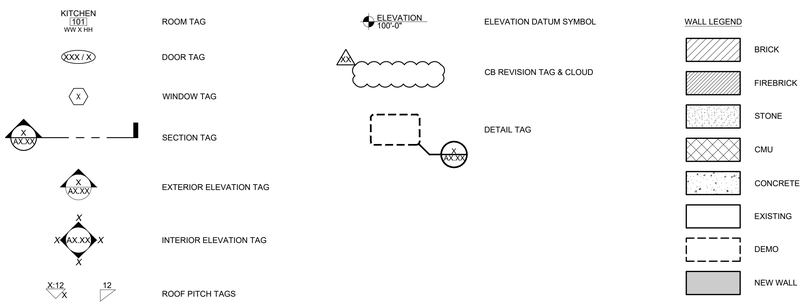
LANDSCAPE

L1.00	LANDSCAPE PLAN	●

ARCHITECTURAL

		PLAN COMMISSION 2026.07.07
AC1.00	ARCHITECTURAL SITE PLAN	●
A0.00	FOUNDATION PLAN	●
A1.00	LOWER LEVEL PLAN	●
A1.01	MAIN LEVEL PLAN	●
A1.02	UPPER LEVEL PLAN	●
A1.03	ROOF PLAN	●
A2.00	EXTERIOR ELEVATIONS	●
A2.01	EXTERIOR ELEVATIONS	●
A3.00	BUILDING SECTION	●
A3.00A	BUILDING SECTION	●
A3.01	BUILDING SECTION	●
A3.01A	BUILDING SECTION	●
A3.02	BUILDING SECTION	●
A3.02A	BUILDING SECTION	●
A3.03	BUILDING SECTION	●
A3.03A	BUILDING SECTION	●
A3.04	BUILDING SECTION	●
E1.01	MAIN LEVEL LIGHTING & RECEPTACLE PLAN	●
E1.02	UPPER LEVEL LIGHTING & RECEPTACLE PLAN	●
SL1.00	SITE LIGHTING PLAN	●

ARCHITECTURAL SYMBOLS



GENERAL NOTES

1) CONSTRUCTION IS TO BE IN COMPLIANCE W/ ALL GOVERNING CODES, ORDINANCES, & STANDARDS. THE CONTRACTOR(S) SHALL BE RESPONSIBLE FOR INITIATING, MAINTAINING & SUPERVISING ALL SAFETY PRECAUTIONS & PROGRAMS IN CONNECTION W/ THE PERFORMANCE OF THIS CONTRACT.

2) ARCHITECT SHALL NOT BE RESPONSIBLE FOR ANY COST, SCHEDULE, OR CONSTRUCTION ISSUES ARISING DUE TO GENERAL CONTRACTORS/ OWNERS FAILURE TO DISTRIBUTE ALL DOCUMENTS TO EACH SUBCONTRACTOR OR MATERIAL SUPPLIER. SUBCONTRACTORS & MATERIAL SUPPLIERS SHOULD ENDEAVOR TO REVIEW A COMPLETE SET OF DOCUMENTS BEFORE BIDDING, FABRICATING, OR INSTALLING WORK.

3) GENERAL CONTRACTOR, SUBCONTRACTORS, AND MATERIAL SUPPLIERS MUST NOTIFY ARCHITECT OF ANY ERRORS, OMISSIONS, OR DEFECTS IN THE CONSTRUCTION DOCUMENTS PRIOR TO BIDDING, FABRICATING, OR INSTALLING WORK.

4) ALL MEANS & METHODS OF CONSTRUCTION TO BE THE SOLE RESPONSIBILITY OF THE GENERAL CONTRACTOR.

5) MECH., ELEC., PLUMB & FIRE PROTECTION ARE TO BE DESIGNED IN COMPLIANCE WITH ALL GOVERNING CODES, ORDINANCES & STANDARDS, WHICH WILL BE THE FULL RESPONSIBILITY OF THE MEP/FP DESIGN BUILD CONTRACTOR, THE ARCHITECT ASSUMES NO LIABILITY.

6) ALL MECH., ELEC., PLUMB & FIRE PROTECTION SYSTEMS/ EQUIP. SHALL BE MAINTAINED ACCORDING TO MANUFACTURER'S STANDARDS. BLDG. OWNER ASSUMES FULL RESPONSIBILITY FOR MAINTENANCE/ OPERATION UPON OCCUPANCY.

7) THE INSTALLATION AND EXECUTION OF ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE MANUFACTURER'S STANDARDS AND SPECIFICATIONS.

8) ALL SUBCONTRACTORS SHALL BE RESPONSIBLE FOR LIMITING THE ACCUMULATION OF WASTE MATERIALS AND RUBBISH. WASTE MATERIALS SHALL BE REMOVED FROM PREMISES DAILY.

9) DIMENSIONS ARE TO BE FIELD VERIFIED & ADJUSTED ACCORDINGLY. THE ARCHITECT SHALL BE NOTIFIED OF ANY VARIANCES BEFORE CONTRACTOR BEGINS OR PROCEEDS WORK.

10) REMOVE AND LEGALLY DISPOSE OF ANY HAZARDOUS MATERIALS THAT MAY BE PART OF THE CONSTRUCTION PROJECT AREA.

11) SEE ARCHITECTURAL SPECIFICATIONS FOR COMPLETE PROJECT REQUIREMENTS.

12) ALL ORIGINAL CONTRACT DOCUMENTS AND COPIES THEREOF ARE THE PROPERTY OF THE ARCHITECT. THE ARCHITECT EXPRESSLY RESERVES HIS COMMON-LAW COPYRIGHT AND OTHER PROPERTY RIGHTS WITH REGARD TO THESE CONTRACT DOCUMENTS. THE CONTRACT DOCUMENTS AND THE DESIGNS THEREIN ARE PROVIDED FOR THE CONSTRUCTION OF THIS PROJECT, AND SHALL NOT BE REPRODUCED, MODIFIED, OR RECREATED FOR ANY OTHER PURPOSE OR PROJECT.

13) THE LARGEST-SCALED DETAIL SHALL SUPERSEDE SMALLER-SCALED DRAWINGS. DETAILS SHALL NOT BE SURMISED FROM THE ARCHITECTURAL FLOOR PLANS OR ARCHITECTURAL ELEVATIONS. IF A CONDITION IS NOT SPECIFICALLY DETAILED, ASSUME THAT THE LEVEL OF DETAIL AND QUALITY WILL BE CONSISTENT WITH WHAT IS SHOWN FOR SIMILAR CONDITIONS.

14) UNDER NO CIRCUMSTANCES SHALL THE CONTRACTOR SCALE THE DRAWINGS. THE CONTRACTOR SHALL PERFORM ALL LAYOUTS USING THE SPECIFIED CALCULATED DIMENSIONS, REPORTING ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING. DIMENSIONS ARE TYPICALLY TO FACE OF MASONRY FOUNDATION, FACE OF EXTERIOR SHEATHING, FACE OF INTERIOR STUD, OR CENTERLINE.

ABBREVIATIONS LIST

ADJ.	ADJUSTABLE
A.F.F.	ABOVE FINISHED FLOOR
ALUM	ALUMINUM
BLDG	BUILDING
BSMT	BASEMENT
B.O.F.	BOTTOM OF FOOTING
B.O.O.	BOTTOM OF OPENING
BD	BOARD
BK	BOOKCASE
CAB	CABINET
CB	CONSTRUCTION BULLETIN
CIP	CAST IN PLACE
CHNL	CHANNEL
CJ	CONTROL JOINT
CLG	CEILING
CLR	CLEAR
CLO	CLOSET
CMU	CONCRETE MASONRY UNIT
C.O.	CASED OPENING
COL.	COLUMN
CONC	CONCRETE
CONT.	CONTINUOUS
CPT	CARPET
CSMT	CASEMENT
DBL	DOUBLE
DEMO	DEMOLISH OR DEMOLITION
DH	DOUBLE HUNG
DIA.	DIAMETER
DIM	DIMENSION
DIMS	DIMENSIONS
DISP	DISPOSAL
DN	DOWN
DR	DOOR
DW	DISHWASHER
DWG	DRAWING
DS	DOWNSPOUT
E.	EAST
EA.	EACH
EJ	EXPANSION JOINT
ELEC	ELECTRIC OR ELECTRICAL
ELEV.	ELEVATION
EPDM	ETHYLENE PROPYLENE DIENE M - CLASS
EQ.	EQUAL
EXIST.	EXISTING
EXT.	EXTERIOR
F.D.	FLOOR DRAIN
FIN	FINISHED
FIXT	FIXTURE
FLR	FLOOR
FND	FOUNDATION
F.O.	FACE OF
FP	FIREPLACE
FRZ	FREEZER
FTG	FOOTING
GA.	GAUGE
GALV	GALVANIZED
GC	GENERAL CONTRACTOR
GWB	GYPSUM WALL BOARD
HD.	HEAD
HR.	HOUR
HT.	HEIGHT
HVAC	HEATING, VENTILATING, AND COOLING
ICE	ICE MAKER
I.D.	INTERIOR DESIGNER
INSUL	INSULATION
INT.	INTERIOR OR INTERNAL
LIN	LINEN
MAX.	MAXIMUM
M.O.	MASONRY OPENING
MECH	MECHANICAL
MEMB	MEMBRANE
MIN.	MINIMUM
MW	MICROWAVE
MTL	METAL
N.	NORTH
NOM	NOMINAL
O.A.	OVERALL
O.C.	ON CENTER
OH	OVERHANG
OPP.	OPPOSITE
PCC	PRE–CAST CONCRETE
PNLD	PANELED
PLYWD	PLYWOOD
PWDR	POWDER
P.T.	PRESSURE TREATED
PNT	PAINT OR PAINTED
PVC	POLYVINYL CHLORIDE
RBR	RUBBER
RCP	REFLECTED CEILING PLAN
REF	REFRIGERATOR
REBAR	REINFORCEMENT BAR
REQD.	REQUIRED
REV.	REVISION
R.	RISER
RM	ROOM
R.O.	ROUGH OPENING
S.	SOUTH
SIM.	SIMILAR
SHWR	SHOWER
SK	SKETCH
SPEC.	SPECIFIED OR SPECIFICATION
SQ.FT.	SQUARE FEET
SS	STAINLESS STEEL
STL	STEEL
STN	STAIN OR STAINED
T&G	TOUNGE AND GROOVE
T.B.D.	TO BE DETERMINED
T.B.S.	TO BE SELECTED
TCC	TERNE COATED COPPER
T.D.	TRENCH DRAIN
THRU	THROUGH
TELE	TELEPHONE
T.M.E.	TO MATCH EXISTING
T.O.	TOP OF
T.O.C.	TOP OF CONCRETE
T.O.B.	TOP OF BEAM
T.O.D.	TO OF DRAIN
T.O.F.	TOP OF FOOTING
T.O.L.	TOP OF LEDGE
T.O.O.	TOP OF OPENING
T.O.S.	TOP OF SLAB
T.O.W.	TOP OF WALL
TYP.	TYPICAL
UC	UNDER COUNTER
UNEXC	UNEXCAVATED
U.N.O.	UNLESS NOTED
OTHERWISE	
VEST.	VESTIBULE
V.I.F.	VERIFY IN FIELD
W.	WEST
W/	WITH
WIN.	WINDOW
WC	WATER CLOSET
WD	WOOD
WP	WATERPROOF
WRB	WEATHER RESISTANT BARRIER

WADE WEISSMANN ARCHITECTURE
GSW

SISTER BAY
GENERAL STORE
10674 North Bay Shore Drive
Sister Bay, WI 54234

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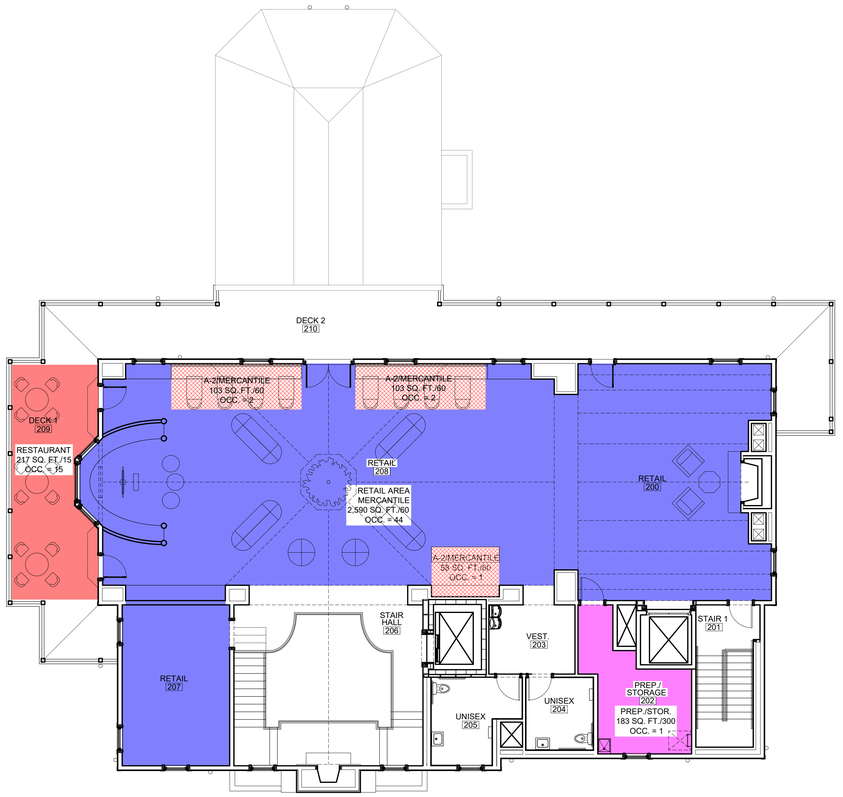
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ISSUE:
COURTESY REVIEW 2026.05.05
PLAN COMMISSION 2026.07.07

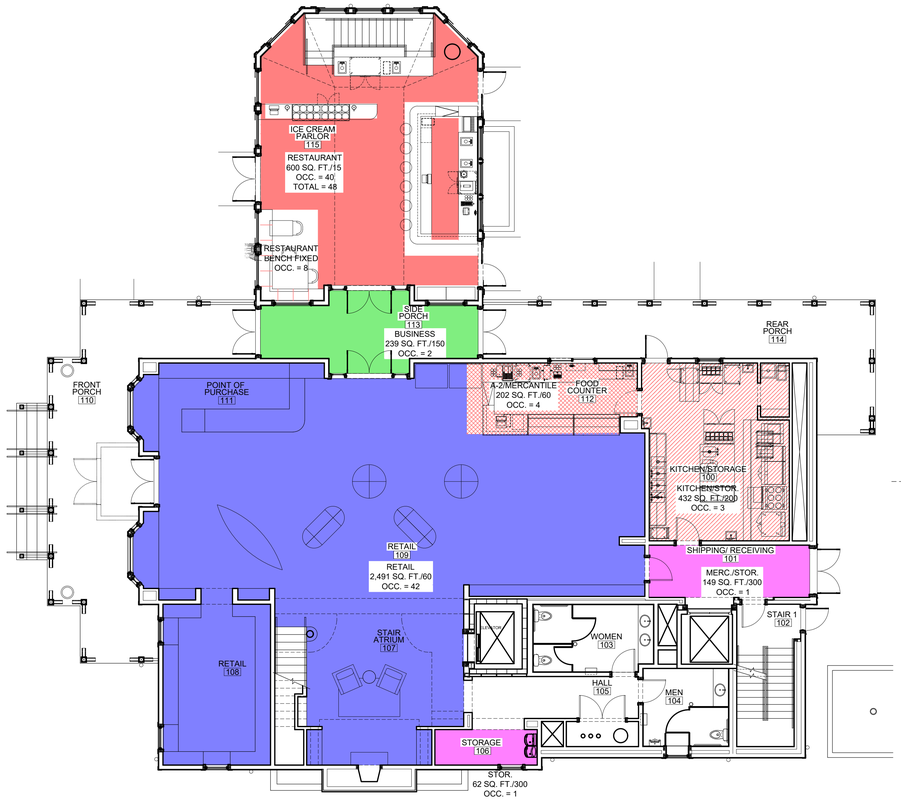
PROJECT DATA

G1.00

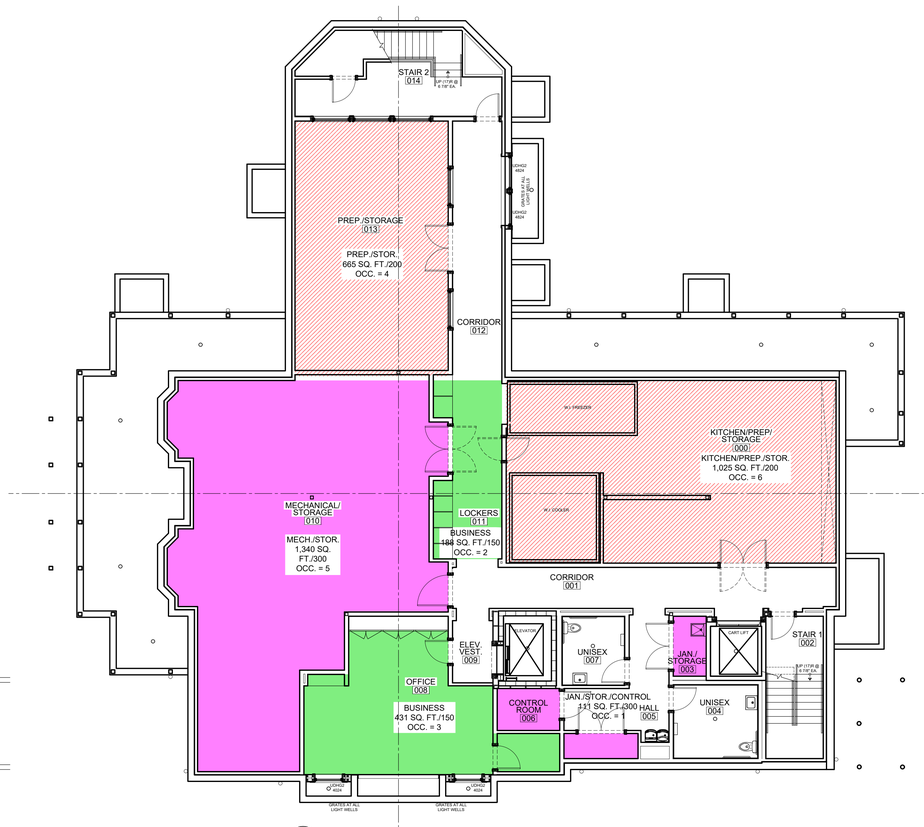
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3 UPPER LEVEL OCCUPANCY PLAN
SCALE: 1/8" = 1'-0"



2 MAIN LEVEL OCCUPANCY PLAN
SCALE: 1/8" = 1'-0"



1 LOWER LEVEL OCCUPANCY PLAN
SCALE: 1/8" = 1'-0"

OCCUPANCY LEGEND

- A-2 (RESTAURANT), 15 net & FIXED
- A-2 (RESTAURANT), SMALL ASSEMBLY CONVERT TO MERCANTILE. PER 2021 IBC SECTION 303.1.2, OPTION 2, A ROOM OR SPACE USED FOR ASSEMBLY PURPOSES THAT IS LESS THAN 750 SQ. FT. IN AREA AND ACCESSORY TO ANOTHER OCCUPANCY SHALL BE CLASSIFIED AS PART OF THAT OCCUPANCY.
- KITCHEN/PREP./STOR. 200 gross
- B (BUSINESS), 150 gross
- M (MERCANTILE), 60 gross
- M (MERCANTILE)/STORAGE, 300 gross

PLUMBING FIXTURE CALCULATION

PLUMBING FIXTURE CALCULATIONS AT BUSINESS, MERCANTILE, AND RESTAURANT:

A. OCCUPANCY B (BUSINESS) AREA PER REQUIREMENTS OF 2021 IBC - PLUMBING FIXTURES TABLE 2902.1:

PER 2021 IBC TABLE 1004.5 MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT:
OCCUPANCY :B, OCCUPANT LOAD FACTOR: 7

MEN 50% — 4 OCCUPANTS, REQUIRED: (1) WATER CLOSET, (1) LAVATORY
WOMEN 50% — 3 OCCUPANTS, REQUIRED: (1) WATER CLOSET, (1) LAVATORY

PER SECTION 2902.2, SEPARATE FACILITIES, EXCEPTION 4, SEPARATE FACILITIES SHALL NOT BE REQUIRED IN BUSINESS OCCUPANCIES IN WHICH THE MAXIMUM OCCUPANT LOAD IS 25 OR FEWER.

DRINKING FOUNTAIN AND SERVICE SINK PER TABLE 2902.1:
DRINKING FOUNTAIN NOT REQUIRED PER SECTION 2902.6
SERVICE SINK NOT REQUIRED PER TABLE 2902.1, e

B. OCCUPANCY M (MERCANTILE) AREA PER REQUIREMENTS OF 2021 IBC - PLUMBING FIXTURES TABLE 2902.1:

PER 2021 IBC TABLE 1004.5 MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT:
OCCUPANCY :M & M-STORAGE, OCCUPANT LOAD FACTOR: 103

MEN 50% — 52 OCCUPANTS, REQUIRED: (1) WATER CLOSET, (1) LAVATORY
WOMEN 50% — 51 OCCUPANTS, REQUIRED: (1) WATER CLOSET, (1) LAVATORY

PER SECTION 2902.2, SEPARATE FACILITIES, EXCEPTION 3, SEPARATE FACILITIES SHALL NOT BE REQUIRED IN MERCANTILE OCCUPANCIES IN WHICH THE MAXIMUM OCCUPANT LOAD IS 100 OR FEWER.

DRINKING FOUNTAIN AND SERVICE SINK PER TABLE 2902.1:
(1) DRINKING FOUNTAIN
(1) SERVICE SINK

C. OCCUPANCY A-2 (ASSEMBLY-RESTAURANT) AREA PER REQUIREMENTS OF 2021 IBC - PLUMBING FIXTURES TABLE 2902.1:

PER 2021 IBC TABLE 1004.5 MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT:
OCCUPANCY :A-2 (RESTAURANT UNCONCENTRATED & FIXED SEATS, KITCHEN/PREP OCCUPANT LOAD FACTOR: 77

MEN 50% — 39 OCCUPANTS, REQUIRED: (1) WATER CLOSET, (1) LAVATORY
WOMEN 50% — 38 OCCUPANTS, REQUIRED: (1) WATER CLOSET, (1) LAVATORY

DRINKING FOUNTAIN AND SERVICE SINK PER TABLE 2902.1:
(1) DRINKING FOUNTAIN
(1) SERVICE SINK

TOTAL PLUMBING FIXTURES REQUIRED PER TABLE 2902.1:

MEN	WATER CLOSET	URINAL	LAVATORY
	3	0	3
WOMEN	WATER CLOSET		LAVATORY
	3		3
	6		6

DRINKING FOUNTAIN = 2
SERVICE SINK = 2

TOTAL PROVIDED

MEN	WATER CLOSET	URINAL	LAVATORY
	3	1	3
WOMEN	WATER CLOSET		LAVATORY
	4		4
	7	1	7

DRINKING FOUNTAIN = 3
SERVICE SINK = 3

FAUCETS AT KITCHEN & PREP AREAS = 19

TRUE NORTH

WADE WEISSMANN ARCHITECTURE

GSW

SISTER BAY GENERAL STORE
10674 North Bay Shore Drive
Sister Bay, WI 54234

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OCCUPANCY CALCULATIONS

G2.00

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SISTER BAY GENERAL STORE

SISTER BAY, DOOR COUNTY, WI

CIVIL CONSTRUCTION PLAN SET

INDEX OF SHEETS

C001	1	COVER SHEET
C002	2	GENERAL NOTES AND QUANTITIES
C100	3	EXISTING CONDITIONS & REMOVALS
C101	4	EROSION CONTROL PLAN
C200	5	SITE PLAN
C201	6	VEHICLE TURNING PATHS
C300	7	UTILITY PLAN
C400	8	GRADING PLAN
C500	9	LANDSCAPE PLAN
C600	10	CONSTRUCTION DETAILS
C601	11	UTILITY DETAILS

SITE DATA

OWNER:	SISTER BAY GENERAL STORE LLC 10774 NORTH BAY SHORE DRIVE SISTER BAY, WI 54234
SITE ADDRESS:	10674 NORTH BAY SHORE DRIVE SISTER BAY, WI 54234
PARCEL NUMBER:	181000531284 3G1
PARCEL SIZE:	61,874 SQ. FT / 1.42 ACRES
ZONING:	B-3 (DOWNTOWN BUSINESS DISTRICT)
OVERLAY:	W-1 (WETLAND OVERLAY DISTRICT)

AREA EXISTING SITE

GREEN SPACE:	61,874 SQ. FT /	1.42 ACRES =	100%
BUILDINGS:	- SQ. FT /	- ACRES =	0%
PAVEMENT:	- SQ. FT /	- ACRES =	0%
IMPERVIOUS AREAS: (TOTAL)	- SQ. FT /	- ACRES =	0%

AREA PROPOSED SITE

GREEN SPACE:	32,116 SQ. FT /	0.74 ACRES =	52%	(>20% REQUIRED)
BUILDINGS:	7,100 SQ. FT /	0.16 ACRES =	11%	
PAVEMENT:	22,658 SQ. FT /	0.52 ACRES =	37%	
IMPERVIOUS AREAS: (TOTAL)	29,758 SQ. FT /	0.68 ACRES =	48%	

TOTAL DISTURBED AREA:	42,460 SQ. FT /	0.97 ACRES =	69%

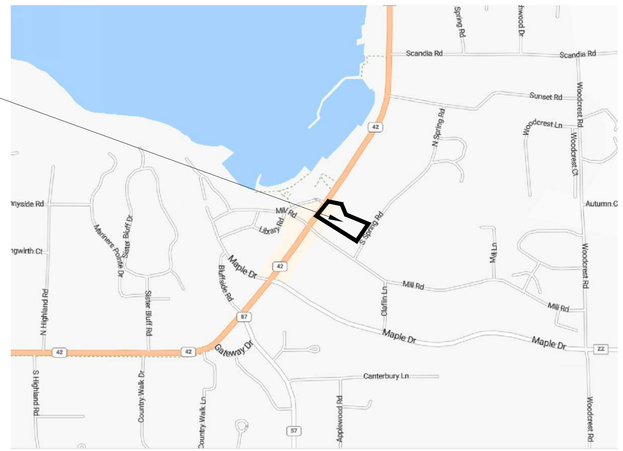
SETBACKS

FRONT:	20' (PRINCIPAL AND ACCESSORY)
SIDE:	6' (PRINCIPAL AND ACCESSORY)
REAR:	20' (PRINCIPAL AND ACCESSORY)

PARKING

EXISTING	0	
REQUIRED:	40	*SEE ARCHITECTURAL PLANS FOR CALCULATIONS*
PROVIDED	40	(INCLUDES 2 ADA-COMPLIANT STALLS)

PROJECT LOCATION



LOCATION MAP

NO SCALE



SISTER BAY, WI

DOOR COUNTY, WISCONSIN

PROJECT TEAM:

OWNER:
SISTER BAY GENERAL STORE, LLC.
OWNER: BRIGID WHITE

10774 NORTH BAY SHORE DRIVE
SISTER BAY, WI 54234

brigid@whitefamilycottages.com

CIVIL ENGINEER:
STANTEC CONSULTING SERVICES, INC.
312 N 5TH AVE
STURGEON BAY, WI 54235

CONTACT:
SKYLER WITALISON, P.E.
920-298-1763
SKYLER.WITALISON@STANTEC.COM

UTILITY CONTACT INFORMATION
SISTER BAY ADMINISTRATION OFFICE
BENJAMIN ANDREWS, VILLAGE ADMINISTRATOR
2383 MAPLE DRIVE
PO BOX 769
SISTER BAY, WI 54234
920-854-4118

SISTER BAY PUBLIC WORKS
MEGAN BARNES, DPW DIRECTOR
2124 AUTUMN COURT
SISTER BAY, WI 54234
920-854-2246
MEGAN.BARNES@SISTERBAYWI.GOV

EMERGENCY NUMBERS

POLICE/FIRE
911

NON-EMERGENCY NUMBERS

SHERIFF
920-746-2400

FIRE DEPARTMENT
920-854-4021

DIGGERS HOTLINE
Call 811 3 Work Days Before You Dig
Or Toll Free (800) 242-8511
Hearing Impaired TDD (800) 542-2289
www.DiggersHotline.com

THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS PLAN ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

STANTEC ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT WRITTEN CONSENT OF STANTEC.

THESE DRAWINGS HAVE BEEN PREPARED BASED ON INFORMATION PROVIDED BY OTHERS. STANTEC HAS NOT VERIFIED THE ACCURACY AND/OR COMPLETENESS OF THIS INFORMATION AND SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH MAY BE INCORPORATED HEREIN AS A RESULT.

Stantec
312 N. 5th Avenue
Sturgeon Bay, WI 54235
www.stantec.com

COVER SHEET

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C001

Plot Date: 07/02/2026 - 3:24pm
Drawing: C:\Users\skyler.witalison\Documents\Work Items\Sister Bay\Sister Bay General Store\Civil\Sister Bay General Store_SHEET BORDER.dwg, 2026.04.24_GSW_C1.00_Site Plan_modified.dwg, 193807679.000_ENG UPDATE
Xrefs: 193807679_Whites Sister Bay General Store_SHEET BORDER.dwg, 2026.04.24_GSW_C1.00_Site Plan_modified.dwg, 193807679.000_ENG UPDATE

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GENERAL

1. THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE MUNICIPALITY FORTY-EIGHT HOURS PRIOR TO THE START OF CONSTRUCTION.

2. THE CONTRACTOR SHALL INDEMNIFY THE OWNER, THE ENGINEER, AND THE MUNICIPALITY, THEIR AGENTS, ETC., FROM ALL LIABILITY INVOLVED WITH THE CONSTRUCTION, INSTALLATION, AND TESTING OF THE WORK ON THIS PROJECT.

3. SITE SAFETY SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

4. THE BIDDER WILL BE SOLELY RESPONSIBLE FOR DETERMINING QUANTITIES AND SHALL STATE SUCH QUANTITIES IN HIS OR HER PROPOSAL. HE OR SHE SHALL BASE THEIR BID ON HIS OR HER OWN ESTIMATE OF THE WORK REQUIRED AND SHALL NOT RELY ON THE ENGINEER'S ESTIMATE.

5. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING SOIL CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION. A GEOTECHNICAL REPORT MAY BE AVAILABLE FROM THE OWNER. THE CONTRACTOR SHALL ABIDE BY THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.

6. THE CONTRACTOR IS RESPONSIBLE FOR EXAMINING ALL SITE CONDITIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION AND SHALL COMPARE FIELD CONDITIONS WITH DRAWINGS.

7. THE OWNER SHALL OBTAIN AND PAY FOR ALL PERMITS REQUIRED FOR EXECUTION OF THE WORK. THE CONTRACTOR SHALL CONDUCT HIS WORK ACCORDING TO THE REQUIREMENTS OF THE PERMITS.

8. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL UTILITY INFORMATION SHOWN ON THE PLANS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL CALL DIGGER'S HOTLINE AT 1-800-242-8511 TO NOTIFY THE UTILITIES OF HIS OR HER INTENTIONS, AND TO REQUEST FIELD STAKING OF EXISTING UTILITIES.

9. CONTRACTOR IS ADVISED THAT ALL MUD AND DEBRIS MUST NOT BE DEPOSITED ONTO THE ADJACENT ROADWAYS PER THE REQUIREMENT OF THE MUNICIPALITY OR OTHER APPROPRIATE GOVERNMENT AGENCIES.

10. ANY ADJACENT PROPERTIES OR ROAD RIGHTS-OF-WAY WHICH ARE DAMAGED DURING CONSTRUCTION MUST BE RESTORED BY THE CONTRACTOR. THE COST OF THE RESTORATION IS CONSIDERED INCIDENTAL AND SHOULD BE INCLUDED IN THE BID PRICES.

11. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATION AND DIMENSION OF ENTRANCES, VESTIBULES, STAIRS, RETAINING WALLS, RAMPS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.

12. CONTRACTOR SHALL PROVIDE EROSION CONTROL FACILITIES IN ACCORDANCE WITH WDNR TECHNICAL STANDARDS.

13. ALL DIMENSIONS AND CORRESPONDING HORIZONTAL CONTROL RELATED TO PAVING REPRESENT FACE OF CURB, ELEVATION AND CONTOURS REPRESENT FINISHED GRADES UNLESS OTHERWISE INDICATED. BUILDINGS ARE DIMENSIONED TO FACE OF BUILDING.

14. BEFORE PROCEEDING WITH ANY UTILITY CONSTRUCTION, THE CONTRACTOR SHALL EXCAVATE EACH EXISTING LATERAL OR POINT OF CONNECTION AND VERIFY THE SIZE, LOCATION AND ELEVATION OF ALL UTILITIES.

EROSION CONTROL NOTES

- EROSION CONTROL METHODS SHALL BE IMPLEMENTED AS DIRECTED BY THE ENGINEER PRIOR TO AND DURING CONSTRUCTION TO CONTROL WATER POLLUTION, EROSION, AND SILTATION
- THE CONTRACTOR (OR REPRESENTATIVE) SHALL INSPECT EROSION AND SEDIMENT CONTROL PRACTICES WEEKLY, AND WITHIN 24 HOURS FOLLOWING A RAINFALL OF 0.5 INCHES OR GREATER. WRITTEN DOCUMENTATION OF EACH INSPECTION SHALL BE MAINTAINED AT THE CONSTRUCTION SITE. SEE CONSTRUCTION SITE INSPECTION REPORT (FORM 3400-187) FROM THE WDNR
- CONTRACTOR IS RESPONSIBLE FOR MAINTENANCE AND DOCUMENTATION OF EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION PHASE. OWNER IS RESPONSIBLE FOR POST-CONSTRUCTION MAINTENANCE AND EFFORT
- ALL DISTURBED AREAS SHALL BE TREATED WITH STABILIZATION MEASURES, AS SPECIFIED, WITHIN 3 WORKING DAYS OF FINAL GRADING
- A MINIMUM OF 4 TO 6 INCHES OF TOPSOIL MUST BE APPLIED TO ALL AREAS TO BE SEEDED OR SODDED
- WINTER STABILIZATION: ALL AREAS REQUIRING SEED AFTER OCTOBER 15TH SHALL BE STABILIZED BY AN APPROVED WINTER STABILIZATION METHOD
- ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR STORM EVENT SHALL BE CLEANED BY THE END OF EACH WORKDAY. FLUSHING SHALL NOT BE ALLOWED
- WIND EROSION SHALL BE KEPT TO A MINIMUM DURING CONSTRUCTION. WATERING, MULCHING, OR A TACKING AGENT MAY NEED TO BE UTILIZED TO PROTECT NEARBY RESIDENTS AND WATER RESOURCES
- ANY DISTURBED AREAS OR SOIL STOCKPILES THAT REMAINS FOR MORE THAN 7 DAYS SHALL BE COVERED OR TREATED WITH STABILIZATION PRACTICES. ALL TOPSOIL STOCKPILES SHALL BE SEEDED OR HAULED OFF-SITE WITHIN 60 DAYS OF CONSTRUCTION COMPLETION. THE CONTRACTOR SHALL DISPOSE OF ALL OTHER WASTE AND EXCESS MATERIAL IN AN APPROVED MANNER
- ALL TEMPORARY BEST MANAGEMENT PRACTICES SHALL BE MAINTAINED UNTIL THE SITE IS STABILIZED. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR THE APPLICATION OF STABILIZATION MEASURES MUST BE REPAIRED AND STABILIZATION WORK REDONE
- WHEN THE DISTURBED AREA HAS BEEN STABILIZED BY PERMANENT VEGETATION OR OTHER MEANS, TEMPORARY EROSION CONTROL PRACTICES SHALL BE REMOVED
- EROSION CONTROL CONSTRUCTION STANDARDS - SEE WDNR CONSTRUCTION SITE EROSION & SEDIMENT CONTROL STANDARDS AS FOLLOWS:
  - 1053 = CHANNEL EROSION MAT
  - 1066 = CONSTRUCTION SITE DIVERSION
  - 1062 = DITCH CHECKS
  - 1068 = DUST CONTROL
  - 1050 = LAND APPLICATION OF ADDITIVES FOR EROSION CONTROL
  - 1058 = MULCHING FOR CONSTRUCTION SITES
  - 1052 = NON-CHANNEL EROSION MAT
  - 1059 = SEEDING
  - 1057 = TRACKOUT CONTROL PRACTICES
  - 1067 = GRADING PRACTICES FOR EROSION CONTROL - TEMPORARY
  - 1054 = VEGETATIVE BUFFER FOR CONSTRUCTION SITES
  - 1061 = DE-WATERING
  - 1055 = SEDIMENT BALE BARRIER
  - 1064 = SEDIMENT BASIN
  - 1063 = SEDIMENT TRAP
  - 1070 = SILT CURTAIN
  - 1056 = SILT FENCE
  - 1060 = STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITES
  - 1069 = TURBIDITY BARRIERS
  - 1051 = WATER APPLICATION OF ADDITIVES FOR EROSION CONTROL
  - 1071 = INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION PRODUCTS

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GENERAL NOTES AND QUANTITIES

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C002

Plot Date: 07/02/2026 - 3:24pm
Drawing: C:\Users\Allison.Lopdata\Desktop\Vocal\Temp\AcPublish_14\RVA\193807679 Whites Sister Bay General Store_ENG.dwg
Xrefs: 193807679 Whites Sister Bay General Store _SHEET BORDER.dwg, 2026.04.24_GSW_C1.00_Site Plan_modified.dwg, 193807679-200_ENG UPDATE

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SHEET KEY NOTES

1. EXTENTS OF FINISHED GRADING
2. REMOVE/GRUB ALL TREES AND ROOTBALLS TO 3' BELOW FINISHED GRADE WITHIN GRADING EXTENTS
3. STRIP TOPSOIL AND PREPARE SUBGRADE FOR CONSTRUCTION WITHIN GRADING EXTENTS

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EXISTING CONDITIONS AND REMOVALS

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SURVEY	STANTEC
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DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C100

Plot Date: 07/02/2026 - 3:24pm
Drawing Name: C:\Users\shawn.wagner\ACCDocs\Stantec\Vacant Items\X-A-Pubish 14\#X\193807679 Whites Sister Bay General Store_ENG.dwg
Xrefs: 193807679_Whites Sister Bay General Store_SHEET BORDER.dwg 2024.04.24 GSW C1.00_Site Plan_nodetail.dwg 193807679v200_ENG UPDATE

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SHEET KEY NOTES

SEE EROSION CONTROL NOTES SHEET C002

1. STONE TRACKING PAD; SEE WDNR STANDARD 1057 "TRACKOUT CONTROL PRACTICES"
2. SILT FENCE; SEE WDNR STANDARD 1056 "SILT FENCE"
3. EROSION CONTROL MAT; SEE WDNR STANDARD 1053 "CHANNEL EROSION MAT" AND 1052 "NON-CHANNEL EROSION MAT"
4. SEE LANDSCAPING PLAN FOR VEGETATION SCHEDULE; SEED & MULCH AREA OR HYDROSEED; SEE WDNR STANDARDS 1058 "MULCHING FOR CONSTRUCTION SITES" AND 1059 "SEEDING"; SEE LANDSCAPE PLAN SHEET C500 FOR PLANTING MIXTURE TYPES
5. SOIL/MATERIAL STOCKPILE AREA
6. EXTENTS OF FINISHED GRADING; REMOVE/GRUB ALL TREES AND ROOTBALLS TO 3' BELOW FINISHED GRADE WITHIN BOUNDARY AREA
7. WETLAND DELINEATION BOUNDARY; PRESERVE AND PROTECT WETLANDS
8. BOARDWALK AREA OVER WETLAND AREA; NO SOIL DISTURBANCE ANTICIPATED (CONSTRUCTED ABOVE GROUND, ON PIERS)

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EROSION CONTROL PLAN

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10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
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APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C101

Plot Date: 07/02/2026 - 3:24pm
Drawing No.: 193807679 - White's Sister Bay General Store_SHEET BORDER.dwg, 2026-04-24, GSW, C1.00_Site Plan_modified.dwg, 193807679-200_ENG_UPDATE
Xrefs: 193807679 - White's Sister Bay General Store_SHEET BORDER.dwg
Path: C:\Users\gwilson\Documents\Vault\Temp\Acad-Publish_1\4fPA1.193807679 - White's Sister Bay General Store_ENG.dwg

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SHEET KEY NOTES

1. ASPHALT PAVEMENT - 3" SECTION; SEE DETAIL A SHEET C600
2. CONCRETE SIDEWALK; 4" THICKNESS WITH THICKENED EDGE AT INTERFACE WITH ASPHALT AREAS; SEE DETAIL B SHEET C600
3. CONCRETE PAD/APRON; 6" THICKNESS WITH THICKENED EDGE AT INTERFACE WITH ASPHALT AREAS; SEE DETAIL C SHEET C600
4. CONCRETE STOOP/EXTERIOR SLAB AT BUILDING; REFER TO STRUCTURAL PLANS FOR CONSTRUCTION SPECIFICATIONS
5. STEEL PIPE GUARD-POST BOLLARD - 6" Ø; SEE DETAIL D SHEET C600
6. ADA-COMPLIANT PARKING STALL WITH SIGN, LOADING AREA, AND PAVEMENT SYMBOL
7. PARKING STALL PAINT STRIPE; 4" WIDTH; COLOR BY OWNER PREFERENCE
8. DUMPSTER ENCLOSURE WITH FENCE; 6' TALL FENCE TO SCREEN ENTIRE ENCLOSURE; PVC; COLOR BY OWNER PREFERENCE; WITH OPERABLE DOUBLE GATE
9. BIKE RACK; MUNICIPAL STYLE; 10-SLOT MINIMUM
10. WHITE PICKET FENCE ALONG FRONT SIDEWALK; 4' TALL WITH GATE AT SIDEWALK ENTRY POINT
11. RETAINING WALL; SEE GRADING PLAN SHEET C400 FOR ELEVATIONS
12. GRAVEL OR WOOD-CHIP FOOTPATH; TO CONNECT REAR OF PROPERTY TO FRONT
13. ELEVATED WETLAND BOARDWALK; PENDING DNR PERMIT APPROVALS
14. FIRE PIT AREA

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SITE PLAN

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PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
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APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C200

Plot Date: 07/02/2026 - 3:24pm
Drawing: C:\Users\steven.carpenter\Autodesk Vault Nomad\Local\Acad-Public_16464\193807679-Whites Sister Bay General Store_ENG.dwg
Xrefs: 193807679_Whites Sister Bay General Store _SHEET BORDER.dwg, 2024.04.24_GSW_C1.00_Site Plan (model).dwg, 193807679-200_ENG UPDATE

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SHEET KEY NOTES

1. DESIGN VEHICLE = SU-30, 30' SINGLE AXLE TRUCK; SIMILAR TO STANDARD U.P.S. DELIVERY TRUCK AND/OR GARBAGE TRUCK

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VEHICLE TURNING MOVEMENTS

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DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C201

Plot Date: 07/02/2026 - 3:24pm
Drawing Name: C:\Users\steven.wilson\AppData\Local\Temp\AcPublish_16496\193807679_Whites Sister Bay General Store_ENG.dwg
Xrefs: L:\193807679_Whites Sister Bay General Store_SHEET BORDER.dwg, 2026.04.24_GSW_C1.00_Site Plan models.dwg, 193807679-200_ENG UPDATE

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UTILITY NOTES

- SANITARY LATERAL & WATER PIPE BURIAL; SEE DETAIL E SHEET C601
- ALL MATERIALS AND CONSTRUCTION FOR STORM SEWERS, SANITARY SEWERS, AND WATER SUPPLY SHALL BE IN ACCORDANCE WITH THE "STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN," LATEST EDITION, WITH ALL CURRENT SUPPLEMENTAL SPECIFICATIONS AND ADDENDA
- SANITARY SEWER SHALL BE CONSTRUCTED OF MATERIALS LISTED IN TABLE SPS 384.30-2
- SANITARY BUILDING SEWER BURIAL DEPTH = 5.0' MINIMUM TO TOP OF PIPE (ZONE B, SANDY LOAM) PER SPS 382.30
- WATER SUPPLY SYSTEMS SHALL BE CONSTRUCTED OF MATERIALS LISTED IN TABLE SPS 384.30-7
- WATER SUPPLY BURIAL DEPTH = 5.0' MINIMUM TO TOP OF PIPE (5.0' MINIMUM TO TOP OF PIPE (ZONE B, SANDY LOAM) PER SPS 382.30
- WATER AND SANITARY LINES MAY BE INSTALLED IN A COMMON TRENCH IF SEPARATED BY AT LEAST 24"

UTILITY CONTACT

- CONTACT VILLAGE OF SISTER BAY DEPARTMENT OF PUBLIC WORKS 3 WORKING DAYS PRIOR TO ANY WORK NEAR PUBLIC UTILITY MAINS
- DIRECTOR OF PUBLIC WORKS: MEGAN BARNES; (920) 854-4118
- CONTACT WI DOT PRIOR TO ANY WORK WITHIN HIGHWAY RIGHT OF WAY

SHEET KEY NOTES

1. WATER CONNECTION/VALVE/CURB STOP - CONNECT TO EXISTING LATERAL/CURB STOP; FIELD VERIFY LOCATION AND DEPTH; SEE DETAIL A & B SHEET C601
2. WATER CONNECTION TO BUILDING; VERIFY LOCATION, SIZE, METER, AND SHUT-OFF VALVING WITH PLUMBING CONTRACTOR AND PLUMBING PLANS
3. SANITARY CONNECTION TO PUBLIC SANITARY MAIN; INSTALL RISER PIPE (6.0' MAXIMUM) IF DEPTH IS GREATER THAN 10'; FIELD VERIFY LOCATION AND DEPTH; SEE DETAIL E, SHEET C601
4. SANITARY CLEANOUT; SEE DETAIL C SHEET C601
5. SANITARY CONNECTION TO BUILDING; VERIFY LOCATION WITH PLUMBING CONTRACTOR AND PLUMBING PLANS
6. ELECTRIC SUPPLY (MAIN, UNDERGROUND); REFER TO ELECTRIC PLANS; VERIFY WITH WPS; LOCATION SHOWN FOR LAYOUT PURPOSES ONLY
7. TELECOM LINE; REFER ELECTRIC, AND ARCHITECTURAL PLANS; VERIFY WITH UTILITY PROVIDED
8. ELECTRIC/TELECOM/CABLE PEDESTALS; TO BE MOVED BY UTIILTY PROVIDER AT OWNER DISCRETION
9. LIQUID PROPANE GAS TANKS (ABOVEGROUND) AND SUPPLY LINE; 1,000 GALLONS; REFER TO TO MECHANICAL PLANS; VERIFY WITH UTILITY PROVIDER
10. HVAC CONDENSER UNITS; REFER TO ARCHITECURAL PLANS FOR EQUIPMENT PLACEMENT; TO BE SCREENED BY FENCING OR VEGETATION
11. DOWNSPOUT CONNECTIONS; 6" Ø STORM PIPE; REFER TO ARCHITECTURAL PLANS FOR FINAL LOCATIONS OF DOWNSPOUTS
12. STORM CLEANOUT; SEE DETAIL D SHEET C601
13. CONNECT TO EXISTING STORM CATCH BASIN
14. LIGHT POLE; REFER TO ELECTRICAL PLANS
15. DRIVEWAY CULVERT; 12" CMP

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UTILITY PLAN

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C300

Plot Date: 07/02/2026 - 3:24pm
Drawing Name: C:\Users\Mason.Legsdon\Desktop\Work\Name\Arch-Addin_1649\193807679 Whites Sister Bay General Store_EMG.dwg
Xrefs: 193807679 Whites Sister Bay General Store _SHEET BORDER.dwg, 2024.04.24_GSW_C1.00_Site Plan revised.dwg, 193807679-200_ENG UPDATE

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SHEET KEY NOTES

1. BENCHMARK; TOP OF IRON PIPE, ELEVATION = 587.00
2. STAIR LOCATION
3. ADA PATH - FRONT; ALONG WALKWAY; 8.33% (1:12) MAX SLOPE FOR 2.5' FOLLOWED BY 5' LANDING PAD AT 2%
4. ADA STALLS; 2% (1:48) MAX SLOPE IN ALL DIRECTIONS
5. ADA PATH - REAR; 5% RUNNING SLOPE MAX
6. RETAINING WALL; TOP ELEVATION = 589 TO 590, BOTTOM ELEVATION = 587.5
7. 6" STEP-UP TO PORCH FROM PARKING LOT

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GRADING PLAN

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C400

Plot Date: 07/02/2026 - 3:24pm
Plotted by: Shawn Wilder
Xrefs: 193807679_Whites Sister Bay General Store_SHEET BORDER.dwg 2024.04.24 GSW C1.00_Site Plan_nodet.dwg 193807679v200_ENG UPDATE
Drawing: C:\Users\shawn.wilder\Documents\Vault\Kenosha\Active\193807679 Whites Sister Bay General Store_ENG.dwg

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SHEET KEY NOTES

THIS PLAN IS A 'GREEN SPACE' PLAN, SHOWING GENERAL FOOTPRINTS OF PRESERVED AND CONSTRUCTED LANDSCAPING AREAS

1. PRESERVED OPEN SPACE; OUTSIDE OF DEVELOPMENT IMPACT FOOTPRINT; INTENDED TO BE PRESERVED AS EXISTING WOODLANDS (GREEN CROSS HATCH)
2. WETLANDS; DELINEATED; PROTECTED VIA DNR REGULATION (WETLAND GRASS HATCH)
3. VEGETATED/LANDSCAPED AREAS WITHIN THE PROJECT DEVELOPMENT (GREEN SHADED)

TOTAL GREEN SPACE = 32,116 SF (OUT OF 61,874 SF TOTAL LOT AREA) = 52%

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LANDSCAPING (GREEN SPACE) PLAN

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10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

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PRELIM. 2026-07-02

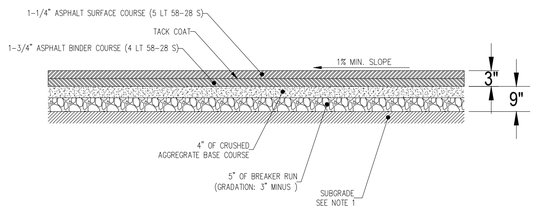
NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C500

Plot Date: 07/02/2026 - 3:25pm
Drawing: n:\active\193807679_whites sister bay\corporate\local\temp\AcPublish_14\RAVI.193807679_Whites Sister Bay General Store_ENG.dwg
Xrefs: 193807679_Whites Sister Bay General Store_SHEET BORDER.dwg, 2026.04.24_GSW_C1.00_Site Plan_rotated.dwg, 193807679-200_ENG UPDATE

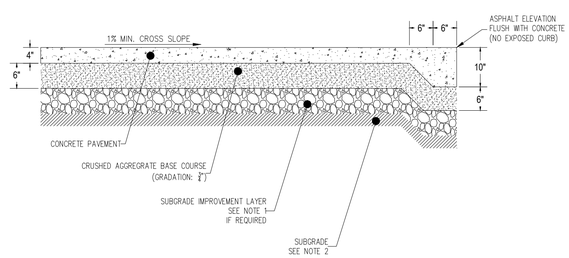
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NOTES
1. COMPACT SUBGRADE TO 95% STANDARD PROCTOR. SUBGRADE TO BE INSPECTED BY PROJECT FOREMAN PRIOR TO PLACEMENT OF AGGREGRATE BASE COURSE

SPECIFICATIONS
- THE ASPHALTIC BASE AND SURFACE COURSE SHOULD BE PLACED AND PROVIDED IN ACCORDANCE WITH SECTION 455/460 OF THE STATE OF WISCONSIN STANDARD SPECIFICATION FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- THE CRUSHED AGGREGATE BASE COURSE SHOULD BE PROVIDED AND PLACED IN ACCORDANCE WITH SECTION 301/305 OF THE STANDARD SPECIFICATION.
- ASPHALT PAVING CONTRACTOR TO SAW CUT EXISTING ASPHALT EDGE PRIOR TO JOINING NEW PAVEMENT

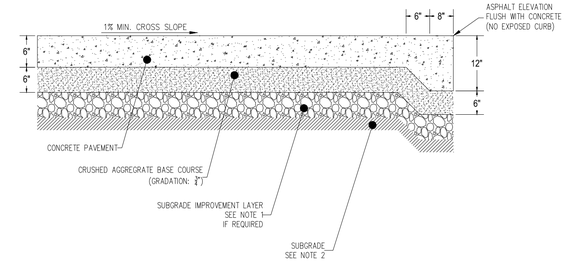
A N.T.S.
ASPHALT PAVEMENT – 3" SECTION



NOTES
1. UNSTABLE AREAS SHALL BE UNDERCUT TO SUCH DEPTHS DETERMINED NECESSARY IN THE FIELD TO REACH STABLE MATERIALS AND THE AREA BACKFILLED WITH CRUSHED STONE (GRADATION 1 ¼") OR FREE DRAINING GRANULAR FILL.
2. COMPACT SUBGRADE TO 95% STANDARD PROCTOR. SUBGRADE TO BE INSPECTED BY PROJECT FOREMAN PRIOR TO PLACEMENT OF AGGREGRATE BASE COURSE

SPECIFICATIONS
- CONCRETE PAVEMENT CONSTRUCTION SHALL BE PLACED AND PROVIDED IN ACCORDANCE WITH SECTION 501 OF THE STATE OF WISCONSIN STANDARD SPECIFICATION FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- CONCRETE SHALL BE 4,000 PSI MINIMUM
- CONCRETE SHALL RECEIVE A BROOMED FINISH

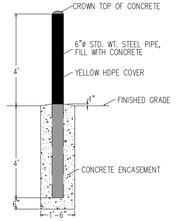
B N.T.S.
CONCRETE SIDEWALK WITH THICKENED EDGE – 4" THICKNESS



NOTES
1. UNSTABLE AREAS SHALL BE UNDERCUT TO SUCH DEPTHS DETERMINED NECESSARY IN THE FIELD TO REACH STABLE MATERIALS AND THE AREA BACKFILLED WITH CRUSHED STONE (GRADATION 1 ¼") OR FREE DRAINING GRANULAR FILL.
2. COMPACT SUBGRADE TO 95% STANDARD PROCTOR. SUBGRADE TO BE INSPECTED BY PROJECT FOREMAN PRIOR TO PLACEMENT OF AGGREGRATE BASE COURSE

SPECIFICATIONS
- CONCRETE PAVEMENT CONSTRUCTION SHALL BE PLACED AND PROVIDED IN ACCORDANCE WITH SECTION 501 OF THE STATE OF WISCONSIN STANDARD SPECIFICATION FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- CONCRETE SHALL BE 4,000 PSI MINIMUM
- CONCRETE SHALL RECEIVE A BROOMED FINISH

C N.T.S.
CONCRETE SIDEWALK WITH THICKENED EDGE – 6" THICKNESS



D N.T.S.
PIPE BOLLARD

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CONSTRUCTION DETAILS

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
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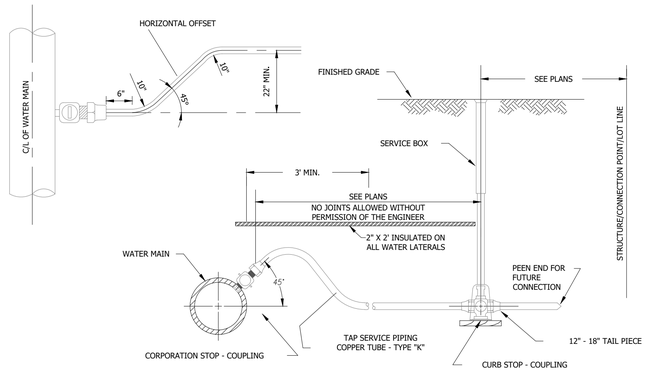
NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C600

Plot Date: 07/02/2026 - 3:25pm
Plotted by: Corey Cisler-Zander
Xrefs: 193807679_Whites Sister Bay General Store_SHEET BORDER.dwg 2024.04.24 GSW C1.00_Site Plan_nodet.dwg 193807679-200 ENG UPDATE

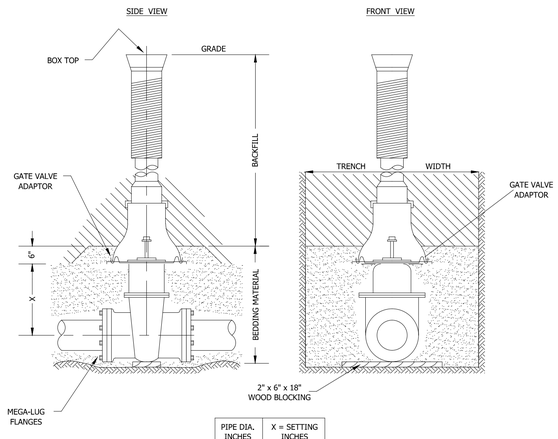
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SERVICE PIPE	CORP. STOP	CURB STOP	SERVICE BOX
1"	1"	1"	2-1/2"
1-1/4"	1-1/4"	1-1/4"	3"
1-1/2"	1-1/4" x 1-1/2"	1-1/2"	3"
* 2"	1-1/2" x 2"	2"	3"

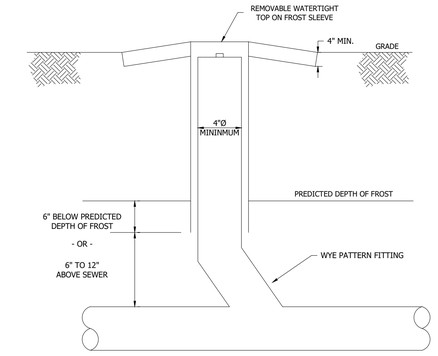
* FOR A 2" SERVICE PIPE, CORPORATION STOP FOR A 6" WATER MAIN REQUIRES A TAPPING SLEEVE.

A N.T.S.
WATER CONNECTION/VALVE/CURB STOP

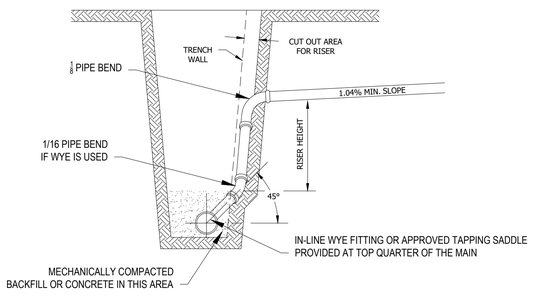


PIPE DIA. INCHES	X = SETTING INCHES
2	4
4	8
6	12
8	13

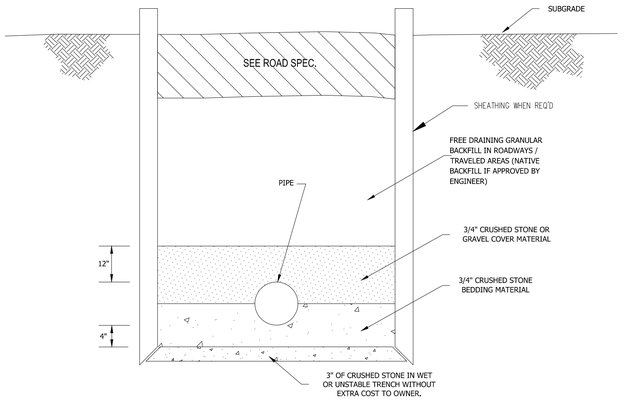
B N.T.S.
GATE VALVE FOR WATER SERVICE



C N.T.S.
CLEANOUT



D N.T.S.
SANITARY RISER PIPE



ROAD BACKFILL IN EXISTING OR PROPOSED ROADS SHALL BE COMPACTED TO 95% STANDARD PROCTOR.

BEDDING MATERIAL SHALL BE CRUSHED STONE CHIPS MEETING THE FOLLOWING GRADATION REQUIREMENTS:

SIEVE SIZES	PERCENTAGE PASSING BY WEIGHT
1-INCH	100
3/4 INCH	90-100
3/8 INCH	20-55
No. 4	0-10
No. 8	0-5

COVER MATERIAL SHALL CONSIST OF CRUSHED BANK-RUN GRAVEL. THIS MATERIAL SHALL SUBSTANTIALLY CONFORM TO THE TO THE FOLLOWING GRADATION REQUIREMENTS.

SIEVE SIZES	PERCENTAGE PASSING BY WEIGHT
1-INCH	100
3/4 INCH	85-100
3/8 INCH	50-80
No. 4	35-65
No. 40	15-30
No. 200	5-15

GRANULAR MATERIAL SHALL CONSIST OF UNIFORM GRADED DURABLE PARTICLES. SUFFICIENT FINE MATERIAL SHALL BE PRESENT TO FILL ALL THE VOIDS OF THE COURSE MATERIAL. SOME FINE CLAY OR LOAM PARTICLES ARE DESIRABLE, BUT THEY SHALL NOT BE PRESENT IN THE FORM OF LUMPS. GRANULAR BACK FILL SHALL CONFORM TO THE FOLLOWING GRADATION REQUIREMENTS:

SIEVE SIZES	PERCENTAGE PASSING BY WEIGHT
2-INCH	95-100
No. 4	65-60
Finer than No. 200	35-65

E N.T.S.
PIPE BURIAL BACKFILL SPECIFICATIONS

NOTE:
- BURIED DEPTHS VARY, SEE UTILITY PLAN FOR SEWER AND WATER DEPTHS.
- TRACER WIRE SHALL BE INSTALLED FOR ALL NON-METALLIC SEWER AND WATER PIPING PER SPS 382.30 REQUIREMENTS.

Stantec
312 N. 5th Avenue
Sturgeon Bay, WI 54235
www.stantec.com

UTILITY DETAILS

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

DATE OF ISSUANCE
PRELIM. 2026-07-02

NO	REVISION	DATE

SURVEY	STANTEC
DRAWN	SRW
DESIGNED	SRW
CHECKED	SRW
APPROVED	SRW
PROJ. NO.	193807679

SHEET NUMBER
C601

Plot Date: 07/02/2026 - 3:25pm
Drawing Name: C:\Users\scandrett\Documents\Vault Kenny\Active\Vault Kenny\Active\193807679 Whites Sister Bay General Store_ENG.dwg
Xrefs: 193807679_Whites Sister Bay General Store_SHEET BORDER.dwg 2024.04.24 GSW C1.00_Site Plan_nodetail.dwg 193807679X200 ENG UPDATE

Plot Date: 07/02/2026 - 3:25pm
Drawing name: C:\Users\switalson\appdata\local\temp\AcPublish_16496\193807679_Whites Sister Bay General Store_ENG.dwg
Xrefs:, 193807679_Whites Sister Bay General Store__SHEET BORDER.dwg, 2026.06.24_GSW_C1.00_Site Plan_model.dwg, 193807679-200_ENG UPDATE

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.
THE COPYRIGHTS TO ALL DESIGNS AND DRAWINGS ARE THE PROPERTY OF STANTEC. REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY STANTEC IS FORBIDDEN.



SITE PLAN - REDUCED AND ANGLED PARKING

SISTER BAY GENERAL STORE
OWNER: SISTER BAY GENERAL STORE, LLC.
10674 N BAY SHORE DR., SISTER BAY, DOOR COUNTY, WI 54234

C200

SURVEY	STANTEC
DRAWN	SBW
DESIGNED	SBW
CHECKED	SBW
APPROVED	SBW
PROJ. NO.	193807679
SHEET NUMBER	

NO	REVISION	DATE

DATE OF ISSUANCE
PRELIM. 2026-07-02

Stantec
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Sturgeon Bay, WI 54235
www.stantec.com



LANDSCAPE PLAN

L 1.00

Site: 10674 N. Bayshore Dr. Sister Bay, WI 54234	Drawing: 801506	Project: 0000416	Drawn: Ivan Bridenhagen	Notes:	Bridenhagen Tree and Landscape 2271 Old Lime Kiln Rd Baileys Harbor, WI 54202
Title: Sister Bay General Store	Scale: 1/8":1'0"	Date: 07/01/2026	Rev: A		

NOTES

- ARCHITECTURAL SITE PLAN IS FOR BUILDING IDENTIFICATION AND INFORMATION ONLY.
- CIVIL ENGINEER TO PROVIDE ALL SETBACKS, PROPERTY BOUNDARY, AND GRADING INFORMATION.
- REFER TO CIVIL ENGINEERING PLANS FOR PROPOSED GRADING.

EXITING LEGEND AND ABBREVIATIONS

BUILDING FOOTPRINT

ACCESSIBLE ROUTE

SIDEWALK DETECTABLE WARNING

NEW FIRE HYDRANT

FIRE DEPARTMENT CONNECTION

DRIVE AISLE/PARKING

PARKING CALCULATIONS:

A. RETAIL SALES & CUSTOMER SERVICE:

1 SPACE PER 300 SQ. FT. OF GROSS FLOOR AREA OF CUSTOMER SALES AND SERVICE PLUS 1 SPACE PER EMPLOYEE

GROSS FLOOR AREA OF RETAIL SALES & CUSTOMER SERVICE PER FLOOR:

LOWER LEVEL:	0 SQ. FT.
MAIN LEVEL:	2,693 SQ. FT.
UPPER LEVEL:	2,854 SQ. FT.
TOTAL:	5,547 SQ. FT.

5,547/300 = 18.49 = 19 SPACES

4 EMPLOYEES @ MAX. SHIFT = 4 SPACES

B. RESTAURANTS:

1 SPACE PER 150 SQ. FT. OF GROSS FLOOR AREA OR 1 PER FOUR SEATS, WHICHEVER IS GREATER. PLUS 1 SPACE PER EMPLOYEE.

GROSS FLOOR AREA OF RESTAURANT PER FLOOR:

LOWER LEVEL:	0 SQ. FT.
MAIN LEVEL:	911 SQ. FT.
UPPER LEVEL:	319 SQ. FT.
TOTAL:	1,230 SQ. FT.

1,230/150 = 8.2 = 9 SPACES

4 EMPLOYEES @ MAX. SHIFT = 4 SPACES

C. BUSINESS:

1 SPACE PER 200 SQ. FT. OF GROSS FLOOR AREA PLUS 1 SPACE PER EMPLOYEE

GROSS FLOOR AREA OF BUSINESS PER FLOOR:

LOWER LEVEL:	644 SQ. FT.
MAIN LEVEL:	239 SQ . FT.
UPPER LEVEL:	0 SQ. FT.
TOTAL:	883 SQ. FT.

883/200 = 4.5 = 5 SPACES

2 EMPLOYEES @ MAX. SHIFT = 2 SPACES

TOTAL SPACES = 43

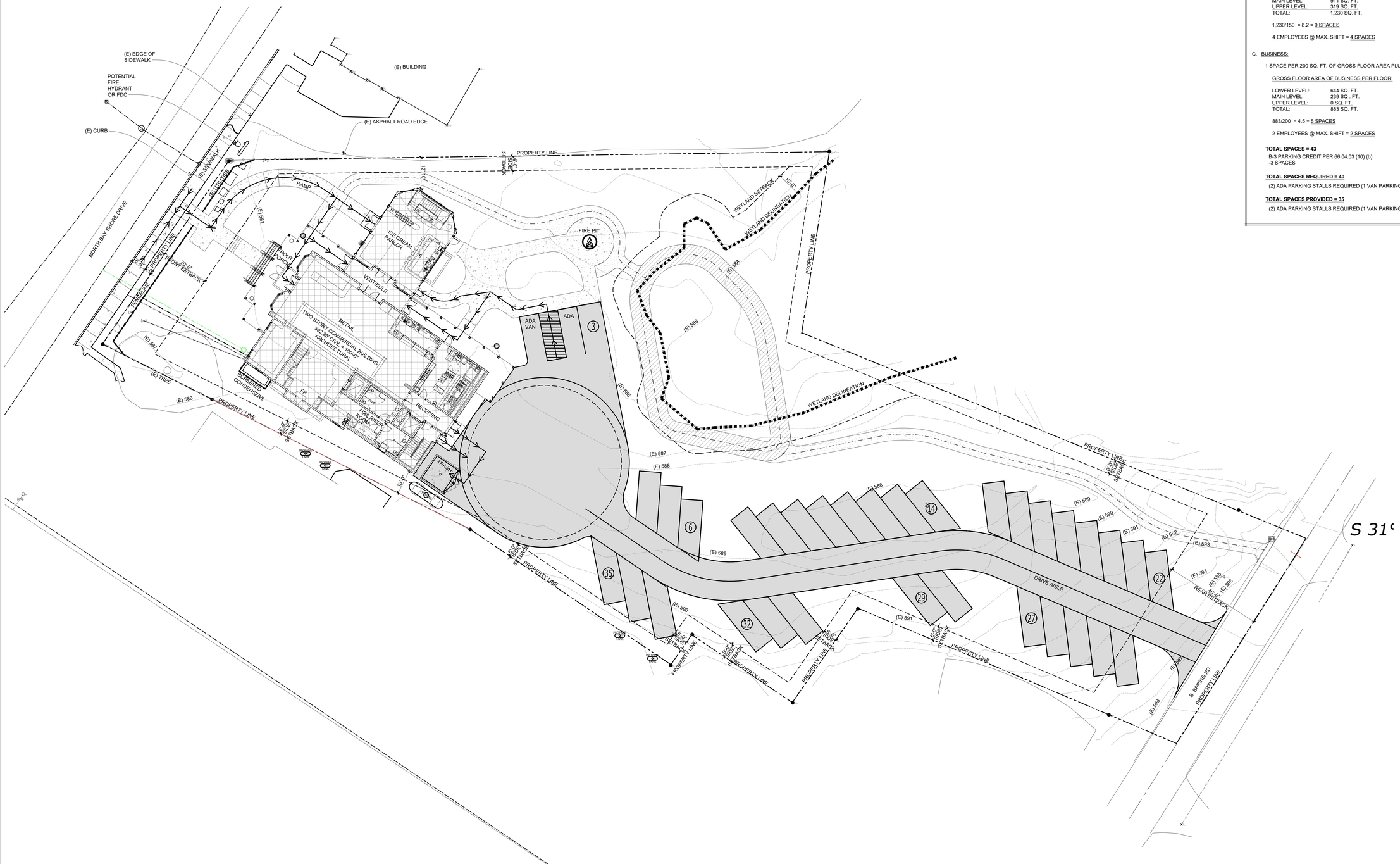
B-3 PARKING CREDIT PER 66.04.03 (10) (b)
-3 SPACES

TOTAL SPACES REQUIRED = 40

(2) ADA PARKING STALLS REQUIRED (1 VAN PARKING STALL)

TOTAL SPACES PROVIDED = 35

(2) ADA PARKING STALLS REQUIRED (1 VAN PARKING STALL)



1 SITE PLAN
SCALE: 1/16" = 1'-0"

0 20 40 60 100

PLAN NORTH

WADE WEISSMANN ARCHITECTURE

GSW

SISTER BAY GENERAL STORE

10674 North Bay Shore Drive
Sister Bay, WI 54234

WADE WEISSMANN ARCHITECTURE, INC. P: 414.351.1200 F: 414.352.8385

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PLAN COMMISSION 2026.07.07

ARCHITECTURAL SITE PLAN

AC1.00

GENERAL NOTES

T.O.W.= TOP OF WALL
T.O.L. = TOP OF LEDGE
T.O.O. = TOP OF OPENING
T.O.D. = TOP OF DRAIN
T.O.S. = TOP OF SLAB
T.O.B. = TOP OF BEAM
B.O.O.= BOTTOM OF OPENING
T.O.F. = TOP OF FOOTING
F.D. = FLOOR DRAIN
T.D. = TRENCH DRAIN
▽ = DENOTES PITCHED SLAB
► = STEP IN WALL OR LEDGE (ARROW POINTS TO HIGHER SIDE)

1. ALL DIMENSIONS FROM FACE OF CONCRETE AND/OR MASONRY AT EXTERIOR WALLS TO FACE OF STUD AT INTERIOR WALLS
2. ALL DOORS/ WINDOWS TO BE CENTERED AS SHOWN ON PLANS
3. DIMENSIONS AT DOORS, WINDOWS, AND FRAMED OPENINGS ARE TO CENTERLINE, SEE DOOR AND WINDOW SCHEDULE FOR MORE INFORMATION
4. GENERAL CONTRACTOR TO VERIFY ALL CONCRETE ELEVATION HEIGHTS REPRESENTED ON THIS PLAN. TO BE COORDINATED WITH THE STRUCTURAL ENGINEER AND THE LANDSCAPE ARCHITECT (TO VERIFY GRADES)
5. PROVIDE CONTROL JOINTS (CJ) IN SLAB AS SHOWN ON STRUCTURAL
6. SEE STRUCTURAL FOR FOOTING INFORMATION.
7. PROVIDE A 12" BY 12" MIN, OR AS REQUIRED, OPENING IN SLAB AT ALL THROUGH-SLAB PENETRATIONS INCLUDING, BUT NOT LIMITED TO, TOILETS, SHOWER DRAINS, AND FLOOR OUTLETS

FOUNDATION PLAN LEGEND

- RECESSED SLAB, SLOPED AT BATHROOMS, 7" DROP AT FREEZERS.
- ELEVATOR OR CART LIFT PIT.
- 8" HIGH CURB, MINIMUM.
- 24 GA. DOWNSPOUT, PAINT.
- DRAIN INLET, REFER TO CIVIL & PLUMBING DRAWINGS.
- STEEL BEAM, SEE STRUCTURAL DRAWINGS.

WADE WEISSMANN ARCHITECTURE

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FOUNDATION PLAN

A0.00

TRUE NORTH

0 5 10 15 25

1 FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

GENERAL NOTES

1. ALL OUTSIDE DIMENSIONS OF FRAMING PLAN TO FACE OF EXTERIOR SHEATHING OR MASONRY, U.N.O. ALL INTERIOR PARTITION DIMENSIONS TO FACE OF STUD, U.N.O.
2. GENERAL CONTRACTOR TO FIELD VERIFY ALL DIMENSION LAYOUTS REPRESENTED ON THIS PLAN & NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES.
3. ALL DOORS / WINDOWS TO BE CENTERED AS SHOWN ON PLANS. DIMENSIONS AT DOORS, WINDOWS, AND FRAMED OPENINGS ARE TO CENTERLINE, SEE DOOR AND WINDOW SUBMITTALS FOR MANUFACTURER AND SIZE INFORMATION.
4. ALL WOOD IN DIRECT CONTACT WITH CONCRETE TO BE PRESSURE TREATED.
5. ALL PLUMBING FIXTURES LOCATED ON EXTERIOR WALLS SHOULD BE SUPPLIED THROUGH THE FLOOR AND/OR WITHIN THE INSULATED ENVELOPE.
6. SEE ELECTRICAL PLANS FOR SMOKE DETECTOR AND CARBON MONOXIDE DETECTOR LOCATIONS.
7. PROVIDE BLOCKING FOR BATH ACCESSORIES, OWNER'S ART, COAT HOOKS, OR TV.
8. GC TO COORDINATE TRUSS LAYOUT WITH FLOOR DRAINS, TOILETS, MECHANICAL GRILLES, ETC.

WINDOW & DOOR NOTES

EXTERIOR UNITS:

1. MARVIN ULTIMATE CLAD WOOD WINDOWS & DOORS, U.N.O.
2. SEE PLAN FOR UNIT SIZE
3. SEE EXTERIOR ELEVATION FOR LITE PATTERN
4. STONE WHITE EXTERIOR, PRIMED WHITE INTERIOR
5. INSULATED GLASS, DUAL-PANE-LOW E2 WITH ARGON
6. ⅞" WIDE TRADITIONAL OGEE SIMULATED DIVIDED LITES WITH ALUMINUM SPACER BAR
7. NEW DOORS SHALL MEET THE 0.35 FENESTRATION U-FACTOR PER ***SPS 322.31-1***
8. ALL DOORS TO HAVE TEMPERED GLASS
   - 9.1. WINDOWS TO HAVE TEMPERED GLASS WHERE REQUIRED BY CODE
10. HARDWARE SELECTION BY OWNER
11. SHOP DRAWINGS REQUIRED FOR ARCHITECT REVIEW AND APPROVAL PRIOR TO PRODUCTION OF WINDOWS & DOORS

NEW WALL

RECESSED SLAB OR FLOOR JOIST. 4" DROP AT BATHROOMS, 7" DROP AT FREEZERS.

STEEL BEAM, SEE STRUCTURAL DRAWINGS.

24 GA. DOWNSPOUT, PAINT.

DRAIN INLET, REFER TO CIVIL & PLUMBING DRAWINGS.

BLDG. SQ. FT. ANALYSIS (gross)

LOWER LEVEL FLOOR PLAN	5,610 SQ. FT.
MAIN LEVEL FLOOR PLAN	5,531 SQ. FT.
UPPER LEVEL FLOOR PLAN	3,941 SQ. FT.
TOTAL	15,082 SQ. FT.
DECKS	
MAIN LEVEL DECK	1,107 SQ. FT.
UPPER LEVEL DECK	1,353 SQ. FT.
TOTAL	2, 460 SQ. FT.
TRASH ENCLOSURE	130 SQ. FT.

TRUE NORTH

0 5 10 15 25

1 LOWER LEVEL PLAN
SCALE: 1/4" = 1'-0"

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LOWER LEVEL FLOOR PLAN

A1.00

GENERAL NOTES

1. ALL OUTSIDE DIMENSIONS OF FRAMING PLAN TO FACE OF EXTERIOR SHEATHING OR MASONRY, U.N.O. ALL INTERIOR PARTITION DIMENSIONS TO FACE OF STUD, U.N.O.
2. GENERAL CONTRACTOR TO FIELD VERIFY ALL DIMENSION LAYOUTS REPRESENTED ON THIS PLAN & NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES.
3. ALL DOORS / WINDOWS TO BE CENTERED AS SHOWN ON PLANS. DIMENSIONS AT DOORS, WINDOWS, AND FRAMED OPENINGS ARE TO CENTERLINE, SEE DOOR AND WINDOW SUBMITTALS FOR MANUFACTURER AND SIZE INFORMATION.
4. ALL WOOD IN DIRECT CONTACT WITH CONCRETE TO BE PRESSURE TREATED.
5. ALL PLUMBING FIXTURES LOCATED ON EXTERIOR WALLS SHOULD BE SUPPLIED THROUGH THE FLOOR AND/OR WITHIN THE INSULATED ENVELOPE.
6. SEE ELECTRICAL PLANS FOR SMOKE DETECTOR AND CARBON MONOXIDE DETECTOR LOCATIONS.
7. PROVIDE BLOCKING FOR BATH ACCESSORIES, OWNER'S ART, COAT HOOKS, OR TV.
8. GC TO COORDINATE TRUSS LAYOUT WITH FLOOR DRAINS, TOILETS, MECHANICAL GRILLES, ETC.

WINDOW & DOOR NOTES

EXTERIOR UNITS:

1. MARVIN ULTIMATE CLAD WOOD WINDOWS & DOORS, U.N.O.
2. SEE PLAN FOR UNIT SIZE
3. SEE EXTERIOR ELEVATION FOR LITE PATTERN
4. STONE WHITE EXTERIOR, PRIMED WHITE INTERIOR
5. INSULATED GLASS, DUAL-PANE-LOW E2 WITH ARGON
6. $\frac{5}{8}$" WIDE TRADITIONAL OGEE SIMULATED DIVIDED LITES WITH ALUMINUM SPACER BAR
7. NEW DOORS SHALL MEET THE 0.35 FENESTRATION U-FACTOR PER ***SPS 322.31-1***
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   - 9.1. WINDOWS TO HAVE TEMPERED GLASS WHERE REQUIRED BY CODE
10. HARDWARE SELECTION BY OWNER
11. SHOP DRAWINGS REQUIRED FOR ARCHITECT REVIEW AND APPROVAL PRIOR TO PRODUCTION OF WINDOWS & DOORS

NEW WALL

RECESSED SLAB OR FLOOR JOIST. 4" DROP AT BATHROOMS, 7" DROP AT FREEZERS.

STEEL BEAM, SEE STRUCTURAL DRAWINGS.

24 GA. DOWNSPOUT, PAINT.

DRAIN INLET, REFER TO CIVIL & PLUMBING DRAWINGS.

BLDG. SQ. FT. ANALYSIS (gross)

LOWER LEVEL FLOOR PLAN	5,610 SQ. FT.
MAIN LEVEL FLOOR PLAN	5,531 SQ. FT.
UPPER LEVEL FLOOR PLAN	3,941 SQ. FT.
TOTAL	15,082 SQ. FT.
DECKS	
MAIN LEVEL DECK	1,107 SQ. FT.
UPPER LEVEL DECK	1,353 SQ. FT.
TOTAL	2, 460 SQ. FT.
TRASH ENCLOSURE	130 SQ. FT.

TRUE NORTH

0 5 10 15 25

1 MAIN LEVEL PLAN
SCALE: 1/4" = 1'-0"

WADE WEISSMANN ARCHITECTURE

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MAIN LEVEL FLOOR PLAN

A1.01

GENERAL NOTES

1. ALL OUTSIDE DIMENSIONS OF FRAMING PLAN TO FACE OF EXTERIOR SHEATHING OR MASONRY, U.N.O. ALL INTERIOR PARTITION DIMENSIONS TO FACE OF STUD, U.N.O.
2. GENERAL CONTRACTOR TO FIELD VERIFY ALL DIMENSION LAYOUTS REPRESENTED ON THIS PLAN & NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES.
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4. ALL WOOD IN DIRECT CONTACT WITH CONCRETE TO BE PRESSURE TREATED.
5. ALL PLUMBING FIXTURES LOCATED ON EXTERIOR WALLS SHOULD BE SUPPLIED THROUGH THE FLOOR AND/OR WITHIN THE INSULATED ENVELOPE.
6. SEE ELECTRICAL PLANS FOR SMOKE DETECTOR AND CARBON MONOXIDE DETECTOR LOCATIONS.
7. PROVIDE BLOCKING FOR BATH ACCESSORIES, OWNER'S ART, COAT HOOKS, OR TV.
8. GC TO COORDINATE TRUSS LAYOUT WITH FLOOR DRAINS, TOILETS, MECHANICAL GRILLES, ETC.

WINDOW & DOOR NOTES

EXTERIOR UNITS:

1. MARVIN ULTIMATE CLAD WOOD WINDOWS & DOORS, U.N.O.
2. SEE PLAN FOR UNIT SIZE
3. SEE EXTERIOR ELEVATION FOR LITE PATTERN
4. STONE WHITE EXTERIOR, PRIMED WHITE INTERIOR
5. INSULATED GLASS, DUAL-PANE-LOW E2 WITH ARGON
6. $\frac{7}{8}$" WIDE TRADITIONAL OGEE SIMULATED DIVIDED LITES WITH ALUMINUM SPACER BAR
7. NEW DOORS SHALL MEET THE 0.35 FENESTRATION U-FACTOR PER ***SPS 322.31-1***
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   - 9.1. WINDOWS TO HAVE TEMPERED GLASS WHERE REQUIRED BY CODE
10. HARDWARE SELECTION BY OWNER
11. SHOP DRAWINGS REQUIRED FOR ARCHITECT REVIEW AND APPROVAL PRIOR TO PRODUCTION OF WINDOWS & DOORS

NEW WALL

RECESSED SLAB OR FLOOR JOIST, 4" DROP AT BATHROOMS, 7" DROP AT FREEZERS.

STEEL BEAM, SEE STRUCTURAL DRAWINGS.

24 GA. DOWNSPOUT, PAINT.

DRAIN INLET, REFER TO CIVIL & PLUMBING DRAWINGS.

BLDG. SQ. FT. ANALYSIS (gross)

LOWER LEVEL FLOOR PLAN	5,610 SQ. FT.
MAIN LEVEL FLOOR PLAN	5,531 SQ. FT.
UPPER LEVEL FLOOR PLAN	3,941 SQ. FT.
TOTAL	15,082 SQ. FT.
DECKS	
MAIN LEVEL DECK	1,107 SQ. FT.
UPPER LEVEL DECK	1,353 SQ. FT.
TOTAL	2, 460 SQ. FT.
TRASH ENCLOSURE	130 SQ. FT.

TRUE NORTH

0 5 10 15 25

1 UPPER LEVEL PLAN
SCALE: 1/4" = 1'-0"

WADE WEISSMANN ARCHITECTURE

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UPPER LEVEL FLOOR PLAN

A1.02

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7/6/2026 9:55:13 PM

GENERAL NOTES

1. PROVIDE ICE AND WATER SHIELD AS OUTLINED IN SMO.
2. ALL ROOF PENETRATIONS TO MATCH ROOFING AND TO BE APPROVED BY ARCHITECT.

SYMBOLS

ROOF ACCESS HATCH

24 GA. GUTTER AND DOWNSPOUT, PAINT.

89'-9"

CENTER LINE

PITCH BREAK

HIP

5:12

1:12

RIDGE

FLAT SEAM METAL ROOF

STANDING SEAM METAL ROOF

1'-2"

1'-8"

DECK

1/4:12

VALLEY

7:12

VARIES

ASPHALT SHINGLE ROOF

EXHAUST VENTS

ROOF BELOW

EPDM ROOF

CONDENSER UNITS

MECH. WELL

ELEVATOR SHAFT

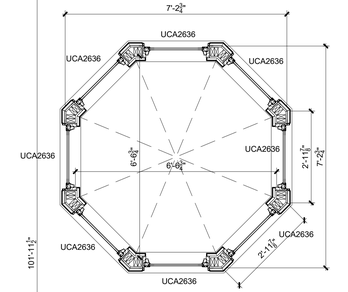
AHU UNITS

CRICKET

CART LIFT SHAFT

ROOF ACCESS

101'-11½"



2 CUPOLA FLOOR PLAN
SCALE: 1/2" = 1'-0"

1 ROOF PLAN
SCALE: 1/4" = 1'-0"

TRUE NORTH

0 5 10 15 25

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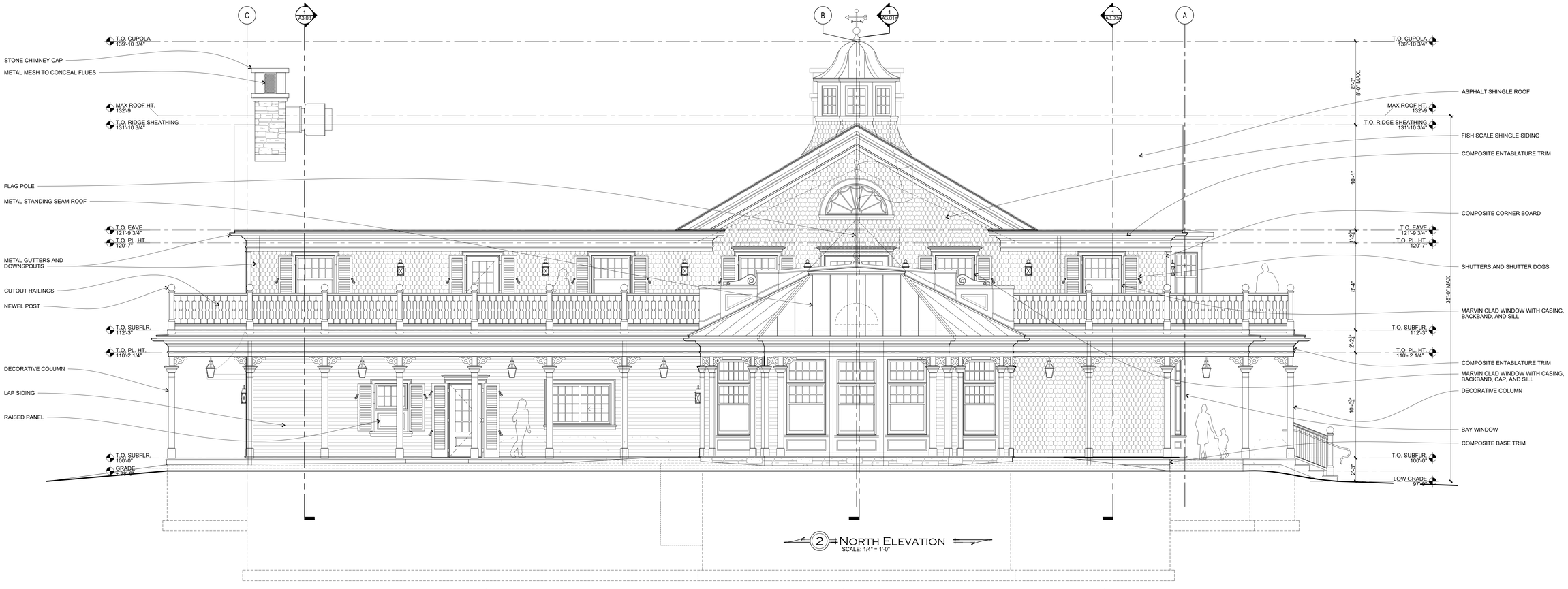
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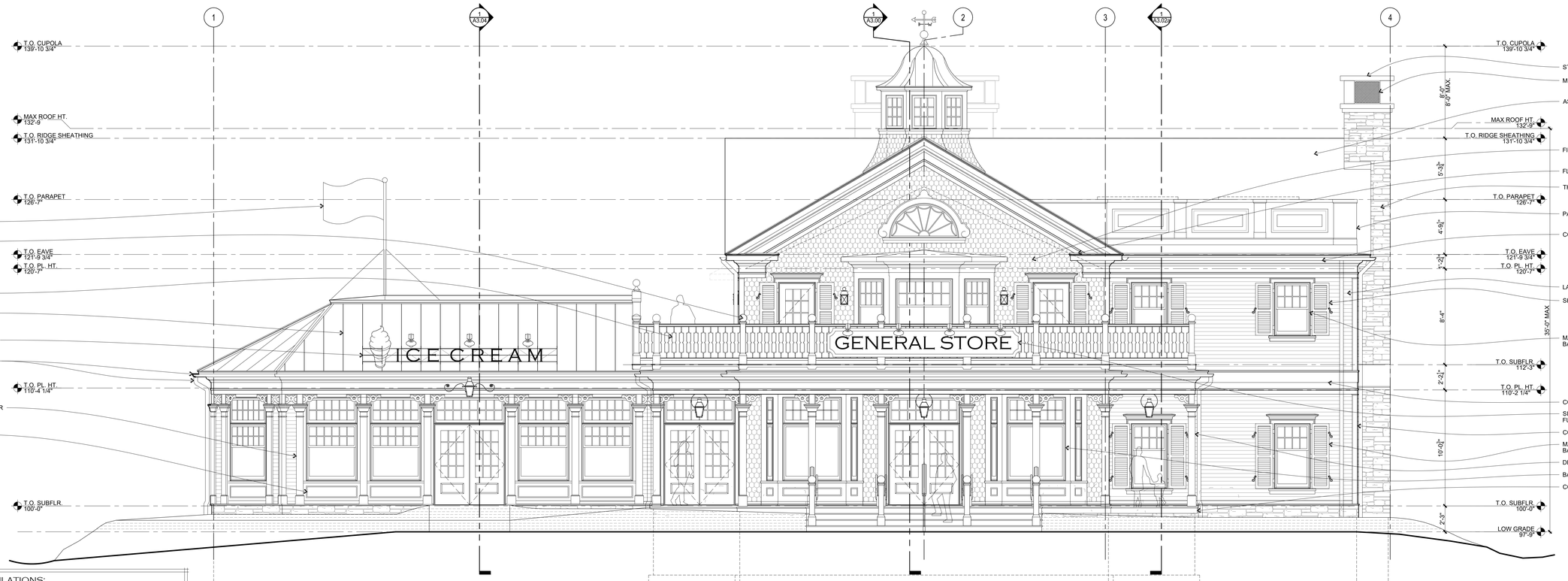
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PLAN COMMISSION 2026.07.07

ROOF PLAN

A1.03



2 NORTH ELEVATION
SCALE: 1/4" = 1'-0"



1 WEST ELEVATION
SCALE: 1/4" = 1'-0"

SIGN CALCULATIONS:

BUILDING WIDTH WITH CHIMNEY: 102'-3$\frac{1}{2}$" (ROUNDED TO 105'-0" FOR MULTIPLIER)
ALLOWABLE SIGNAGE MULTIPLIER: 0.646

ALLOWABLE SIGNAGE = 66.11 SQ.FT.

APPROXIMATE PROPOSED SIGNAGE:
GENERAL STORE SIGN = 16'-10" x 2'-6" = 41.30 SQ.FT.
ICE CREAM STORE SIGN = (3'-6" x 1'-6") + (16'-0" X 1'-2") = 23.92 SQ.FT.

TOTAL PROPOSED SIGNAGE = 65.22 SQ.FT.

WADE WEISSMANN ARCHITECTURE

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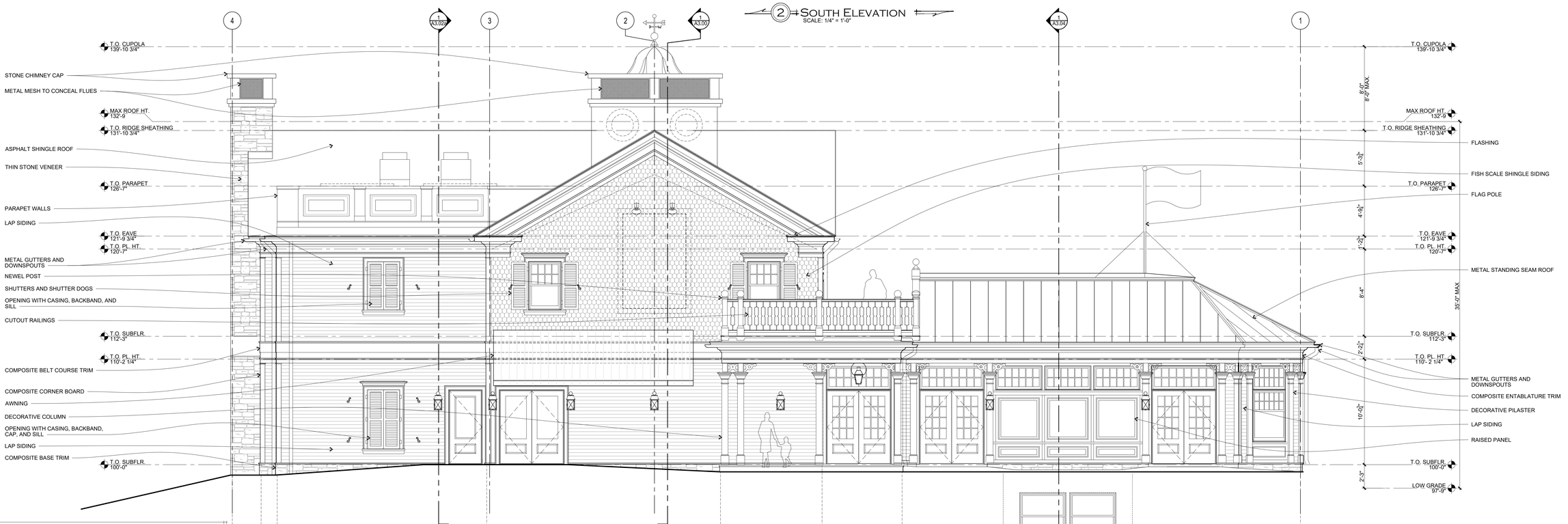
EXTERIOR ELEVATIONS

A2.00

7/7/2026 2:00:48 PM



2 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



1 EAST ELEVATION
SCALE: 1/4" = 1'-0"

SIGN CALCULATIONS:

BUILDING WIDTH WITH CHIMNEY: 102'-3½" (ROUNDED TO 105'-0" FOR MULTIPLIER)
ALLOWABLE SIGNAGE MULTIPLIER: 0.646

ALLOWABLE SIGNAGE = 66.11 SQ.FT.

APPROXIMATE PROPOSED SIGNAGE:
GABLE END SIGN = 6'-0" x 9'-0" = 54 SQ.FT.
ICE CREAM SIGN = 3'-5" x 3'-6" = 11.96 SQ.FT.

TOTAL PROPOSED SIGNAGE = 65.9 SQ.FT.

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WADE WEISSMANN ARCHITECTURE

GSW

SISTER BAY GENERAL STORE

10674 North Bay Shore Drive
Sister Bay, WI 54234

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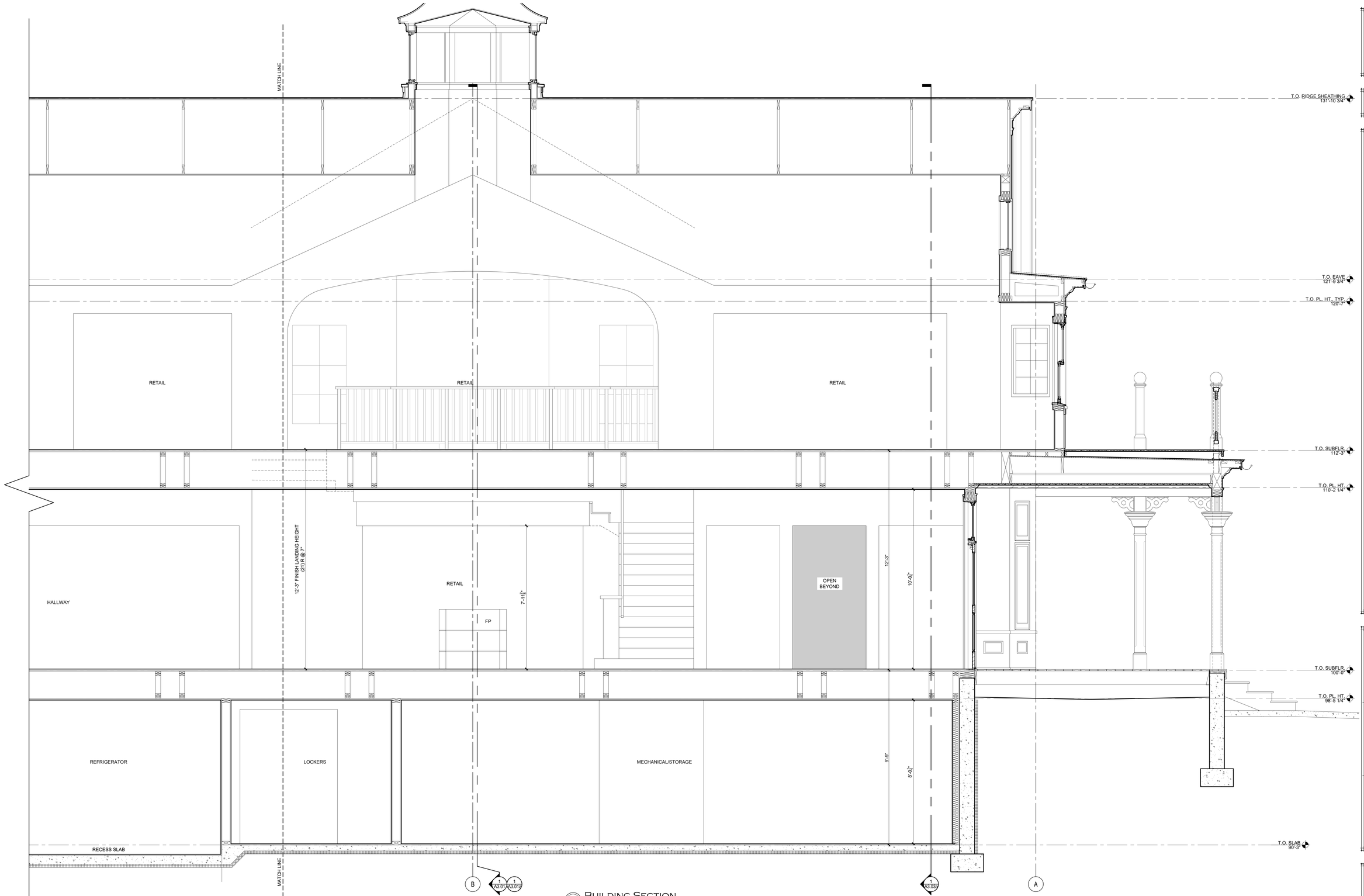
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ISSUE:
COURTESY REVIEW 2026.05.05
PLAN COMMISSION 2026.07.07

EXTERIOR ELEVATIONS

A2.01



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL, REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- 5/8" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22° O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
- ¾" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
- WESTERN RED CEDAR OR SIM. AT SOFFITS OR OTHER PROTECTED CONDITIONS.
- SEE SECTIONS AND DETAILS FOR SIZING INFORMATION

GENERAL NOTES
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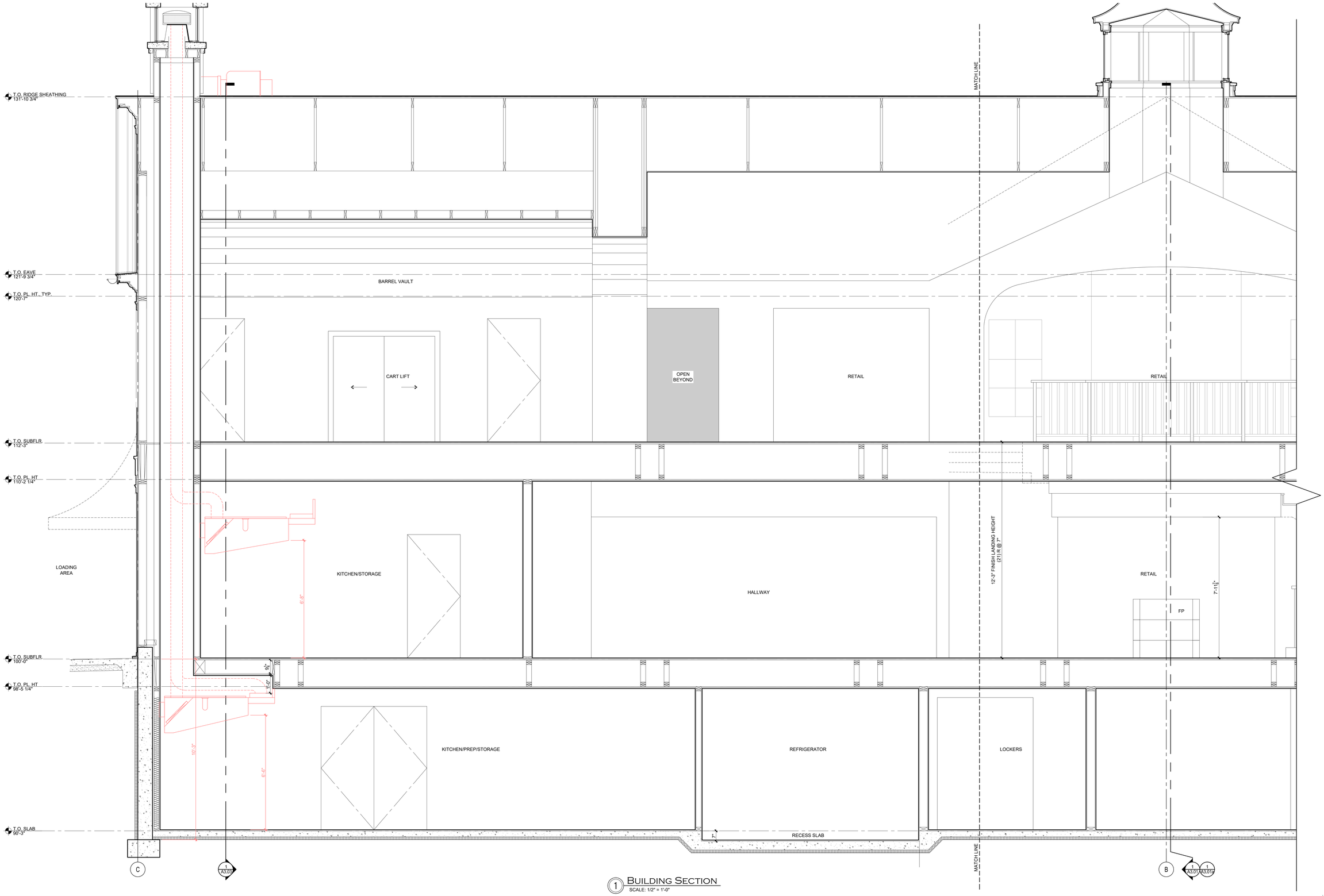
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ISSUE:
COURTESY REVIEW 2026.05.05
PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.00



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL, REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- ⅝" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22" O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
- ¾" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
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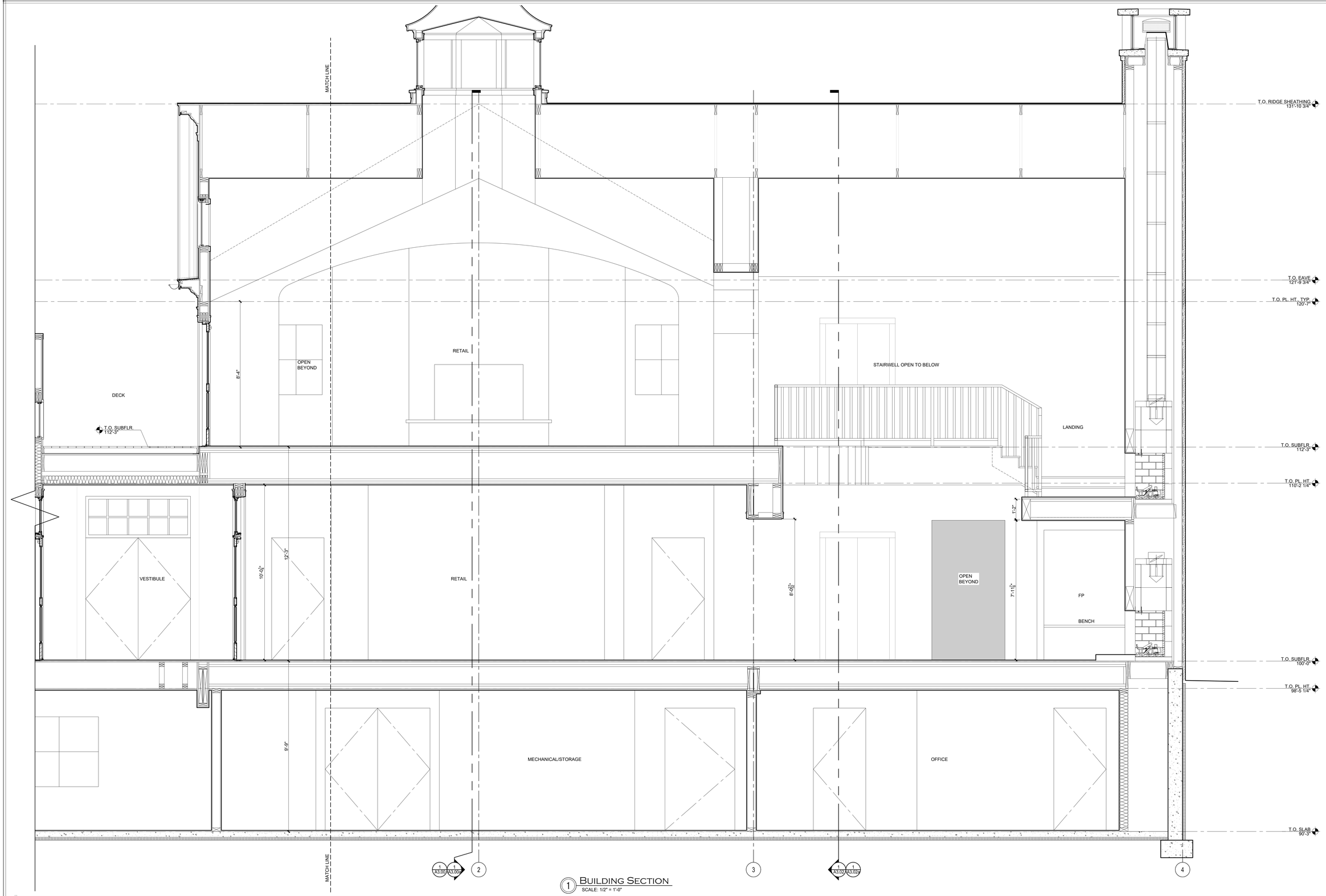
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PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.00a



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL. REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- 5/8" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- 3/4" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22" O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- 3/4" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- 3/4" WOOD FLOOR
- 3/4" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
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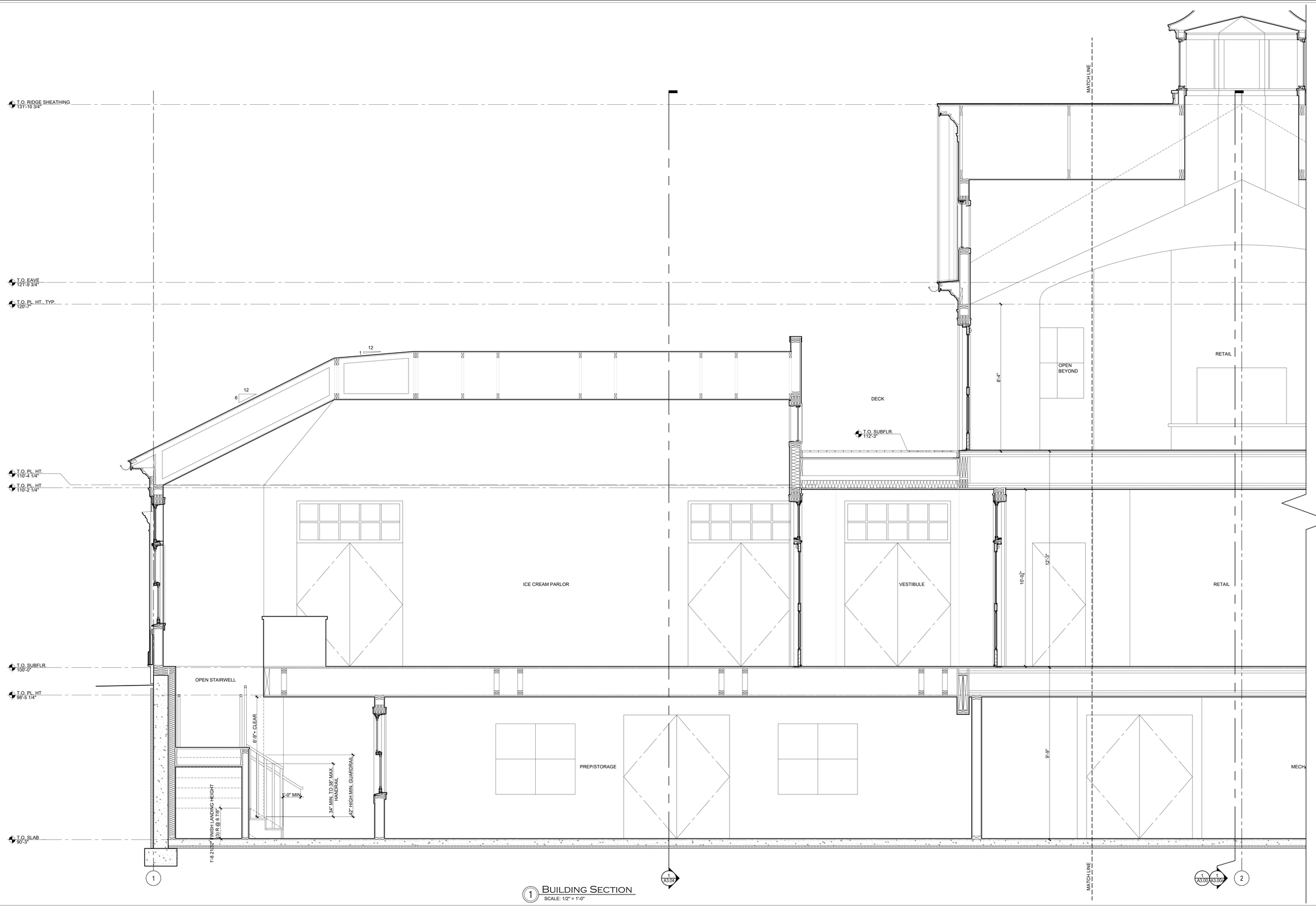
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PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.01



1 BUILDING SECTION

SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL, REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- ¾" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- ½" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22° O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- ½" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
- ½" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
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TYPICAL EXTERIOR TRIM
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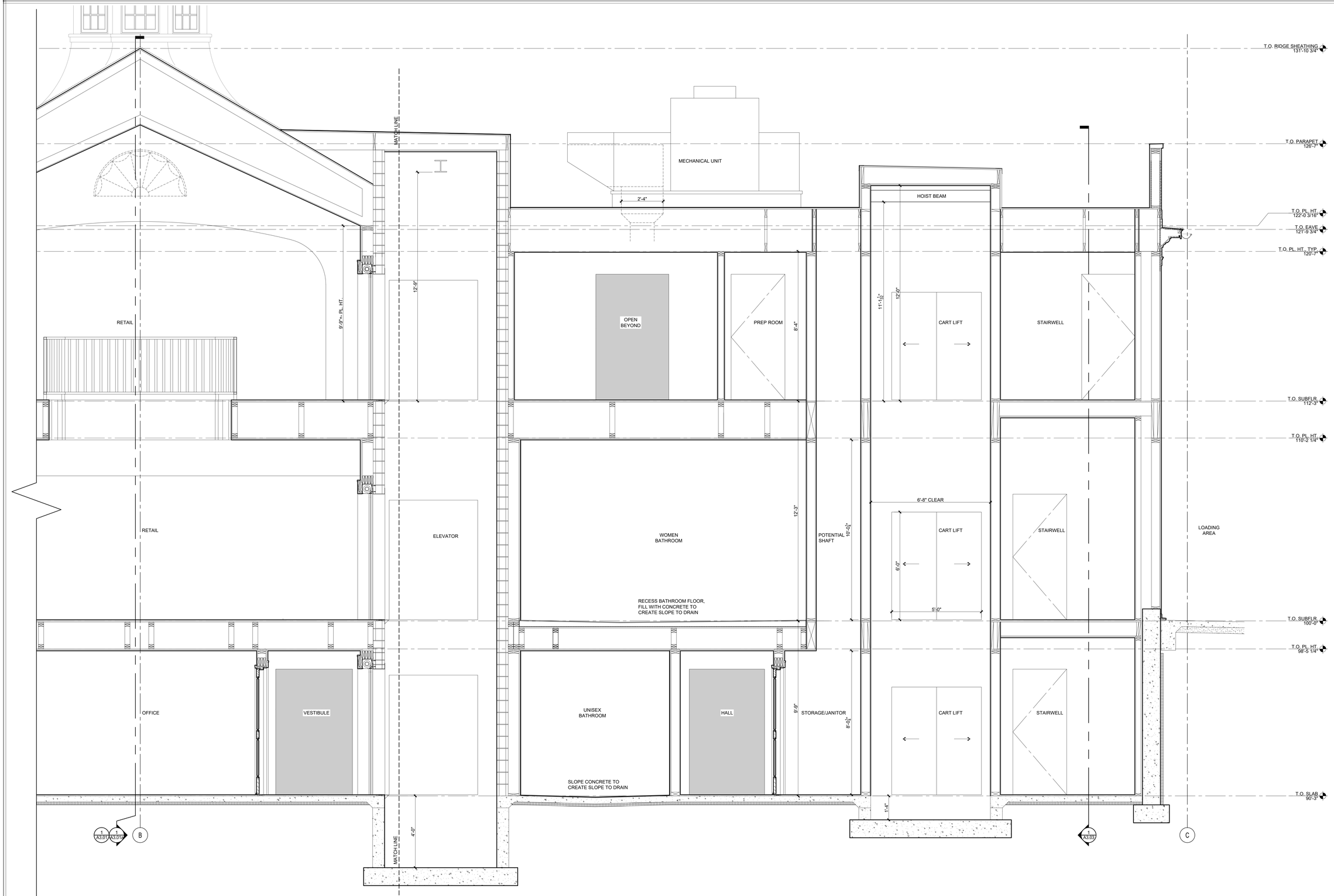
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BUILDING SECTIONS

A3.01a



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
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TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
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- NOTE: HOT ROOF, OMIT VENTING

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TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
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- 1" IRONWOOD OR IPE DECK
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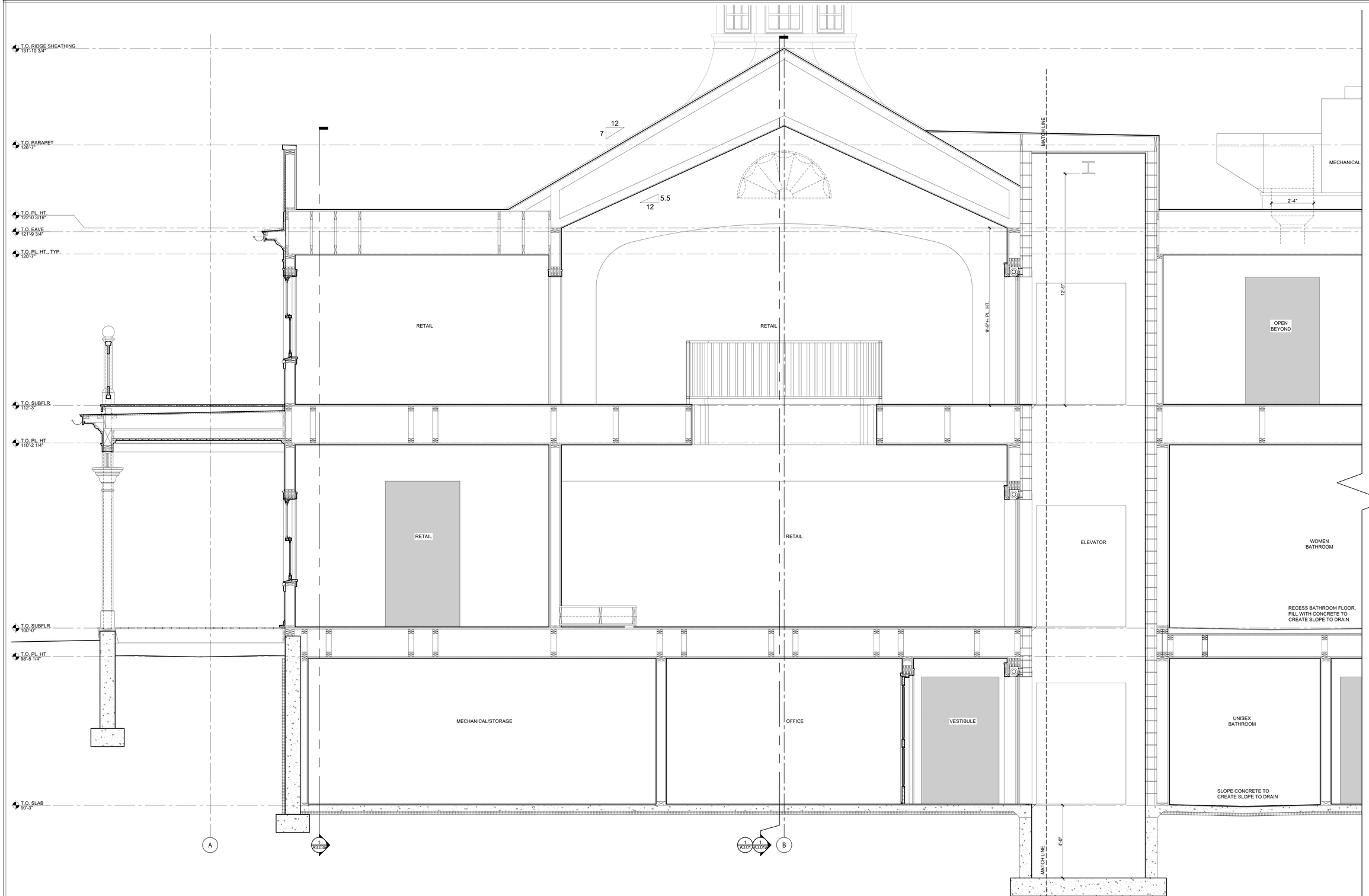
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BUILDING SECTIONS

A3.02



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
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- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- 5/8" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22" O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
- ¾" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
- WESTERN RED CEDAR OR SIM. AT SOFFITS OR OTHER PROTECTED CONDITIONS.
- SEE SECTIONS AND DETAILS FOR SIZING INFORMATION

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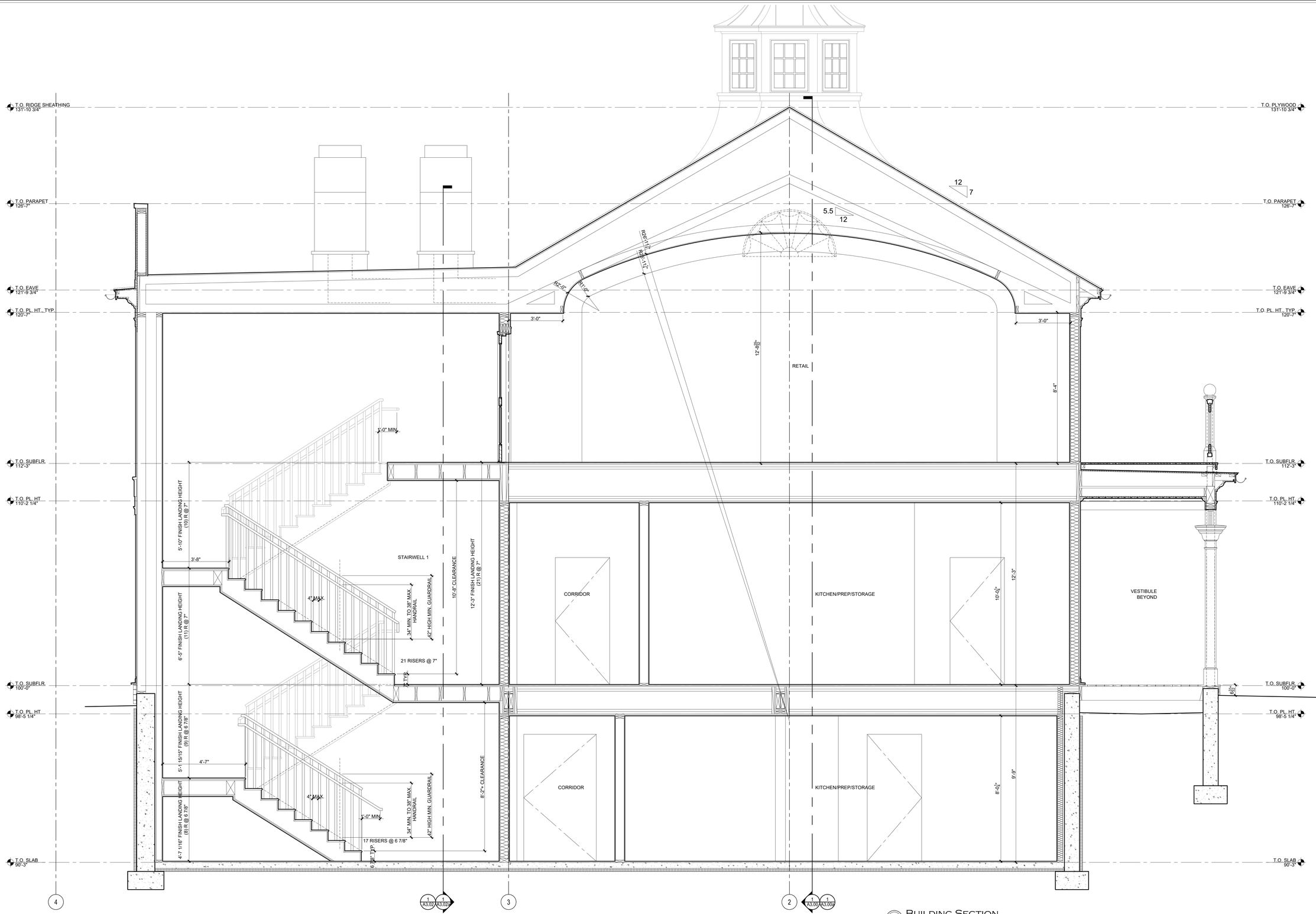
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ISSUE:
COURTESY REVIEW 2026.05.05
PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.02a



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL, REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- 5/8" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- 3/4" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22" O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- 3/4" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- 3/4" WOOD FLOOR
- 3/4" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
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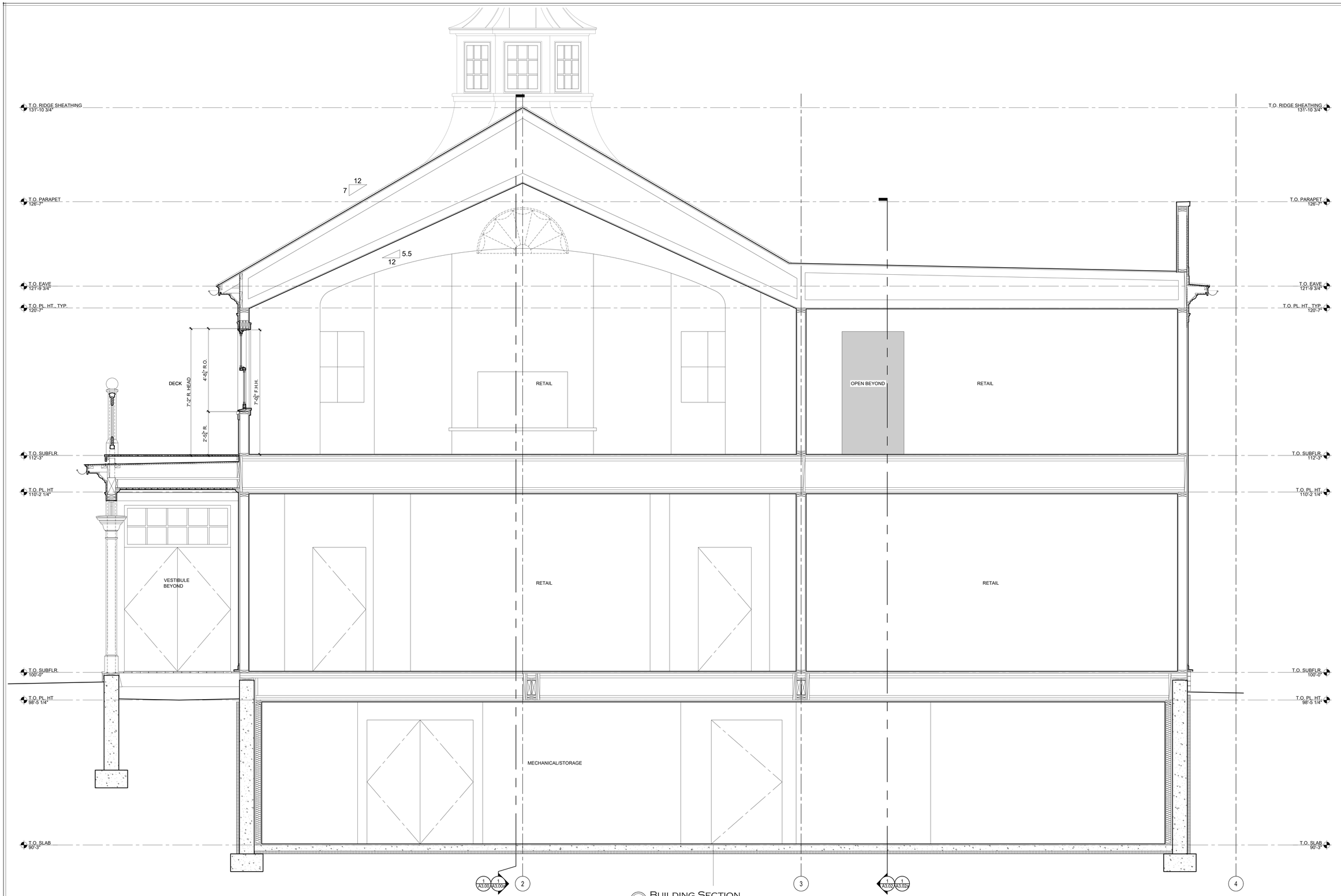
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PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.03



1 BUILDING SECTION
SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL, REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- ½" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- ½" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22° O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- ½" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
- ¾" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
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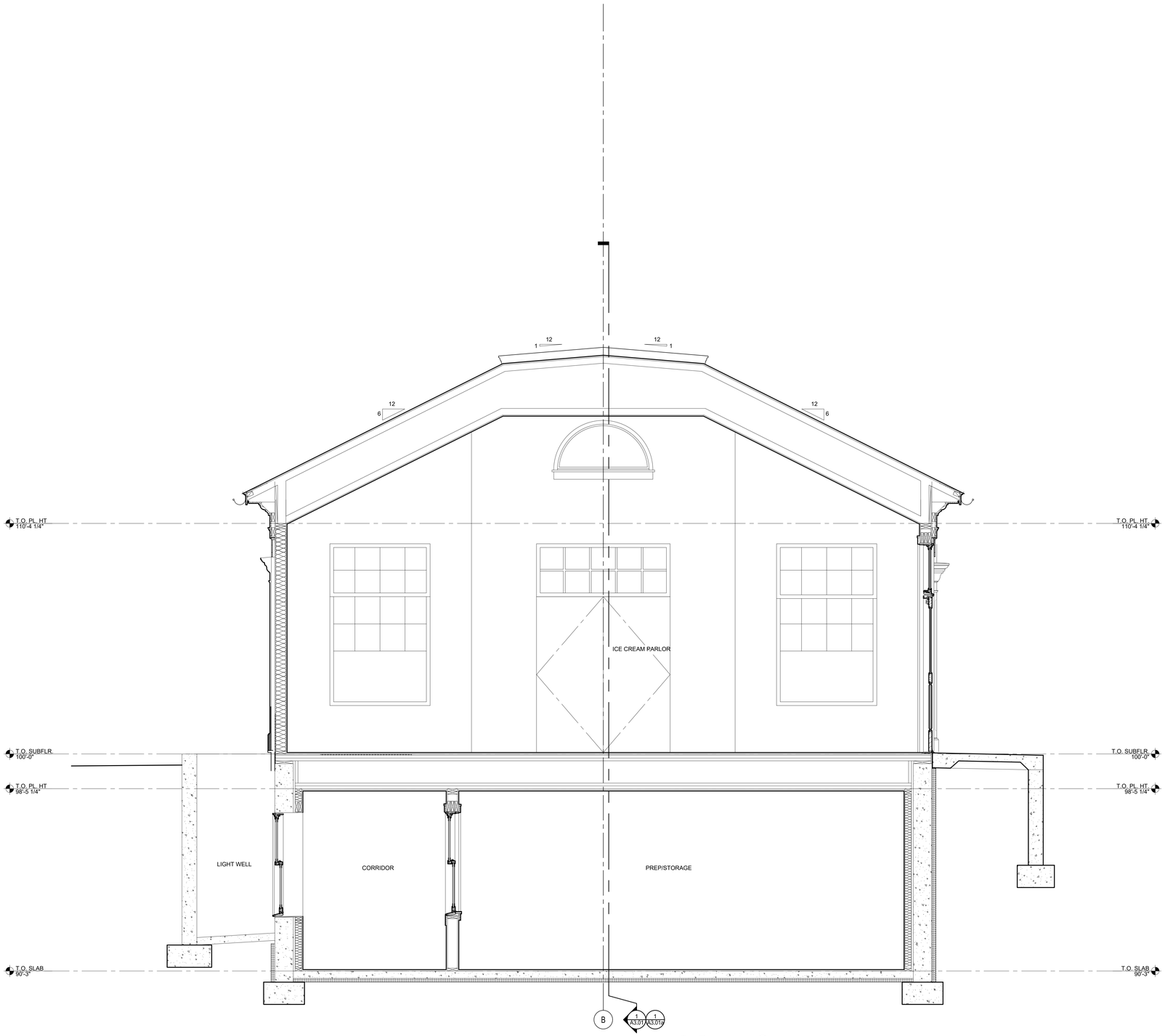
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PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.03a



1 BUILDING SECTION

SCALE: 1/2" = 1'-0"

TYPICAL SLAB CONSTRUCTION
- 4" CONCRETE SLAB.
- REBAR REINFORCEMENT PER STRUCTURAL
- 6 MIL VAPOR BARRIER
- 2" RIGID INSULATION (R-10 MIN.)
- 6" MIN. CLEAN, COMPACTED GRAVEL FILL
- UNDISTURBED SOIL

TYPICAL SLAB CONSTRUCTION @ FIN. FLOOR
- FINISH FLOOR SELECTION, TBD.
- TYPICAL SLAB CONSTRUCTION

TYPICAL FOUNDATION WALL CONSTRUCTION
- 2" DRAINAGE & INSULATION BOARD (R-10 MIN)
- CONT. FLUID-APPLIED WATERPROOFING MEMBRANE; INSTALL PER MFR'S INSTRUCTIONS
- CAST-IN-PLACE CONCRETE WALL, REBAR REINFORCEMENT PER STRUCTURAL

TYPICAL INTERIOR WALL @ FOUNDATION CONSTRUCTION
- TYPICAL CAST-IN-PLACE CONCRETE WALL
- 1" AIR GAP
- 2x4 WALL FRAMING, U.N.O.
- R-21 MIN. INSULATION
- VAPOR BARRIER, PENDING INSULATION SELECTION
- ½" GWB, TYP.

TYPICAL SIDING WALL CONSTRUCTION
- CERTAINTEED CLAPBOARD SIDING, 4" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL SHINGLE WALL CONSTRUCTION
- NUCEDAR CLASSIC R&R 13" SHINGLES, FISH SCALE, 5" REVEAL.
- WRB.
- 1/2" CDX PLYWOOD SHEATHING PER STRUCTURAL.
- 2x WOOD STUD WALLS.
- R-21 MIN. INSULATION.
- VAPOR BARRIER, PENDING INSULATION SELECTION.
- 5/8" GWB, TYP.

TYPICAL ROOF CONSTRUCTION
- ARCHITECTURAL ASPHALT SHINGLE ROOF.
- HIGH TEMP ICE AND WATER SHIELD ROLL ROOFING OVER ENTIRE ROOF & DORMER SIDE WALLS (GRACE OR SIM.)
- ½" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- ROOF BAFFLES & SOFFIT VENTS.
- R-49 MIN. INSULATION.
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL METAL ROOF CONSTRUCTION
- METAL STANDING SEAM ROOF @ 22" O.C.
- HIGH TEMP ICE AND WATER SHIELD OVER ENTIRE ROOF (GRACE OR SIM.)
- ¾" EXTERIOR GRADE ROOF SHEATHING PER STRUCTURAL
- ROOF FRAMING PER STRUCTURAL
- R-49 MIN. CLOSED-CELL SPRAY FOAM INSULATION
- 5/8" GWB, TYP.

- NOTE: HOT ROOF, OMIT VENTING

TYPICAL WOOD FLOOR CONSTRUCTION
- ¾" WOOD FLOOR
- ¾" APA RATED SUBFLOOR, GLUED AND SCREWED TO FLOOR FRAMING
- FLOOR FRAMING SYSTEM PER STRUCTURAL
- R-30 MIN. INSULATION OR SIM. FOR SOUND DEADENING

TYPICAL EXTERIOR DECKING CONSTRUCTION
- 1" IRONWOOD OR IPE DECK
- 2x TAPERED WOOD SLEEPERS
- ELASTOMERIC MEMBRANE ROOFING
- EXTERIOR GRADE ROOF SHEATHING
- RIPPED JOISTS FOR SLOPE

TYPICAL EXTERIOR TRIM
- TRIM AND PROFILES TO BE PLASTIC, PAINT FINISH, TYP.
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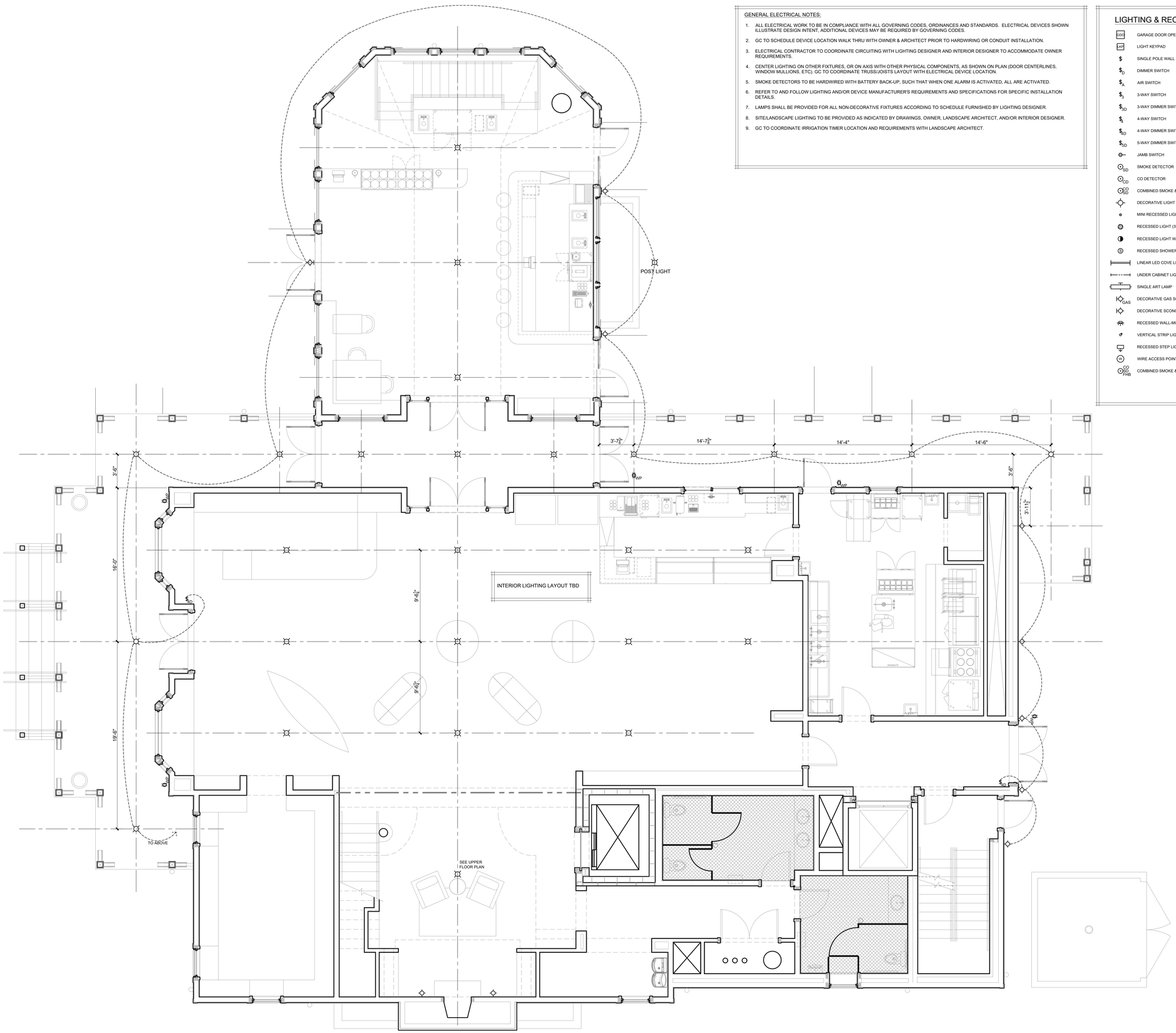
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PLAN COMMISSION 2026.07.07

BUILDING SECTIONS

A3.04



GENERAL ELECTRICAL NOTES:

1. ALL ELECTRICAL WORK TO BE IN COMPLIANCE WITH ALL GOVERNING CODES, ORDINANCES AND STANDARDS. ELECTRICAL DEVICES SHOWN ILLUSTRATE DESIGN INTENT, ADDITIONAL DEVICES MAY BE REQUIRED BY GOVERNING CODES.
2. GC TO SCHEDULE DEVICE LOCATION WALK THRU WITH OWNER & ARCHITECT PRIOR TO HARDWIRING OR CONDUIT INSTALLATION.
3. ELECTRICAL CONTRACTOR TO COORDINATE CIRCUITING WITH LIGHTING DESIGNER AND INTERIOR DESIGNER TO ACCOMMODATE OWNER REQUIREMENTS.
4. CENTER LIGHTING ON OTHER FIXTURES, OR ON AXIS WITH OTHER PHYSICAL COMPONENTS, AS SHOWN ON PLAN (DOOR CENTERLINES, WINDOW MULLIONS, ETC). GC TO COORDINATE TRUSS/JOISTS LAYOUT WITH ELECTRICAL DEVICE LOCATION.
5. SMOKE DETECTORS TO BE HARDWIRED WITH BATTERY BACK-UP, SUCH THAT WHEN ONE ALARM IS ACTIVATED, ALL ARE ACTIVATED.
6. REFER TO AND FOLLOW LIGHTING AND/OR DEVICE MANUFACTURER'S REQUIREMENTS AND SPECIFICATIONS FOR SPECIFIC INSTALLATION DETAILS.
7. LAMPS SHALL BE PROVIDED FOR ALL NON-DECORATIVE FIXTURES ACCORDING TO SCHEDULE FURNISHED BY LIGHTING DESIGNER.
8. SITE/LANDSCAPE LIGHTING TO BE PROVIDED AS INDICATED BY DRAWINGS, OWNER, LANDSCAPE ARCHITECT, AND/OR INTERIOR DESIGNER.
9. GC TO COORDINATE IRRIGATION TIMER LOCATION AND REQUIREMENTS WITH LANDSCAPE ARCHITECT.

LIGHTING & RECEPTACLE PLAN SYMBOLS KEY

GDO	GARAGE DOOR OPENER	EL	ELECTRONIC DOOR LOCK
KP	LIGHT KEYPAD	SUB	CONCEALED SUBWOOFER
$	SINGLE POLE WALL SWITCH	CS	CONCEALED SPEAKER
$D	DIMMER SWITCH		TELEPHONE
$A	AIR SWITCH		DATA
$3	3-WAY SWITCH	TV	TELEVISION LOCATION, VERIFY ACCOMMODATIONS, ACCESSORIES, AND FINAL MOUNTING HEIGHT WITH ARCHITECT AND A/V
$3D	3-WAY DIMMER SWITCH	DB	DOOR BELL
$4	4-WAY SWITCH	T	THERMOSTAT
$4D	4-WAY DIMMER SWITCH	CB	ELEVATOR CALL BOX
$5D	5-WAY DIMMER SWITCH	J	RECESSED JUNCTION BOX
	JAMB SWITCH	MD	MOTION DETECTOR
SD	SMOKE DETECTOR		GARBAGE DISPOSAL
CD	CO DETECTOR		FLOOD LIGHT
CO SD	COMBINED SMOKE & CO DETECTOR		
	DECORATIVE LIGHT FIXTURE, CEILING MOUNTED	P	PORCELAIN SOCKET FIXTURE
	MINI RECESSED LIGHT (2" DIA.)	E	RECESSED LIGHT/EXHAUST FAN COMBO, CEILING MOUNTED
	RECESSED LIGHT (3" DIA.)	F	EXHAUST FAN, CEILING MOUNTED
	RECESSED LIGHT WALL WASHER	FW	EXHAUST FAN, WALL MOUNTED (REMOTE MOTOR)
	RECESSED SHOWER LIGHT W/ GLASS COVER		CEILING FAN
	LINEAR LED COVE LIGHT, CEILING MOUNTED		
	UNDER CABINET LIGHT		ELECTRICAL OUTLET - STANDARD DUPLEX
	SINGLE ART LAMP		ELECTRICAL OUTLET - TOP HALF SWITCHED DUPLEX
GAS	DECORATIVE GAS SCONCE	WP	ELECTRICAL OUTLET - GFI PROTECTED WATERPROOF
	DECORATIVE SCONCE	GFI	ELECTRICAL OUTLET - GROUND FAULT CIRCUIT INTERRUPTED DUPLEX
	RECESSED WALL-MOUNTED LIGHT	C	RECESSED CLOCK OUTLET
	VERTICAL STRIP LIGHTING		ELECTRICAL OUTLET - FOUR GANG
	RECESSED STEP LIGHT		ELECTRICAL OUTLET - FLOOR MOUNTED DUPLEX
W	WIRE ACCESS POINT		DEDICATED EQUIPMENT OUTLET - VERIFY W/ MANUF.
CO SD FHB	COMBINED SMOKE & CO DETECTOR WITH FIRE HORN BASE	2X2	2x2 PANELS

WADE WEISSMANN ARCHITECTURE

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MAIN LEVEL LIGHTING & RECEPTACLE PLAN

E1.01

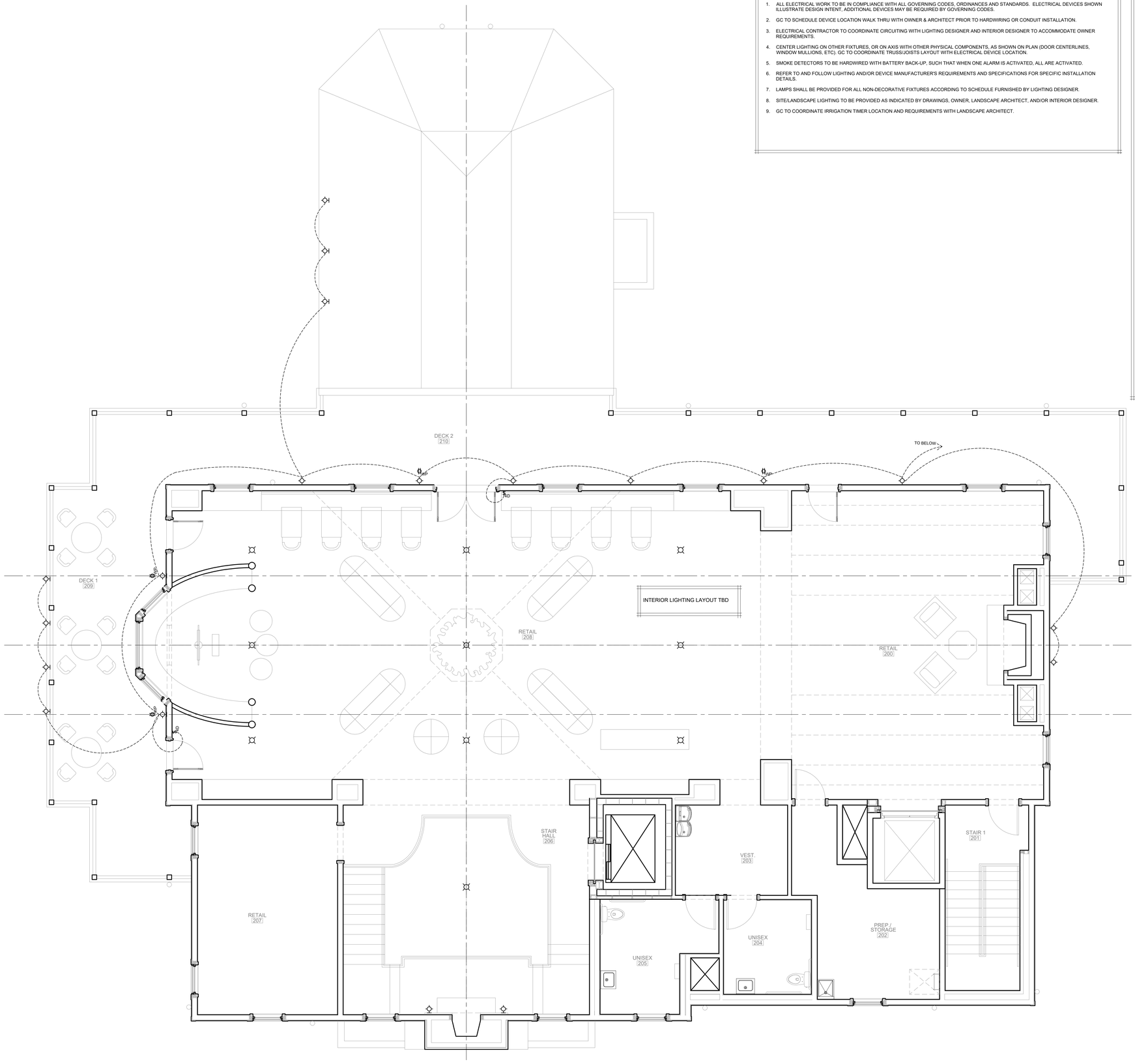
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$4D	4-WAY DIMMER SWITCH	CB	ELEVATOR CALL BOX
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	UNDER CABINET LIGHT		ELECTRICAL OUTLET - TOP HALF SWITCHED DUPLEX
	SINGLE ART LAMP	WP	ELECTRICAL OUTLET - GFI PROTECTED WATERPROOF
GAS	DECORATIVE GAS SCONCE	GFI	ELECTRICAL OUTLET - GROUND FAULT CIRCUIT INTERRUPTED DUPLEX
	DECORATIVE SCONCE	C	RECESSED CLOCK OUTLET
	RECESSED WALL-MOUNTED LIGHT		ELECTRICAL OUTLET - FOUR GANG
	VERTICAL STRIP LIGHTING		ELECTRICAL OUTLET - FLOOR MOUNTED DUPLEX
	RECESSED STEP LIGHT		DEDICATED EQUIPMENT OUTLET - VERIFY W/ MANUF.
W	WIRE ACCESS POINT	2X2	2x2 PANELS
CO SD FHB	COMBINED SMOKE & CO DETECTOR WITH FIRE HORN BASE		



WADE WEISSMANN ARCHITECTURE

GSW

SISTER BAY GENERAL STORE

10674 North Bay Shore Drive
Sister Bay, WI 54234

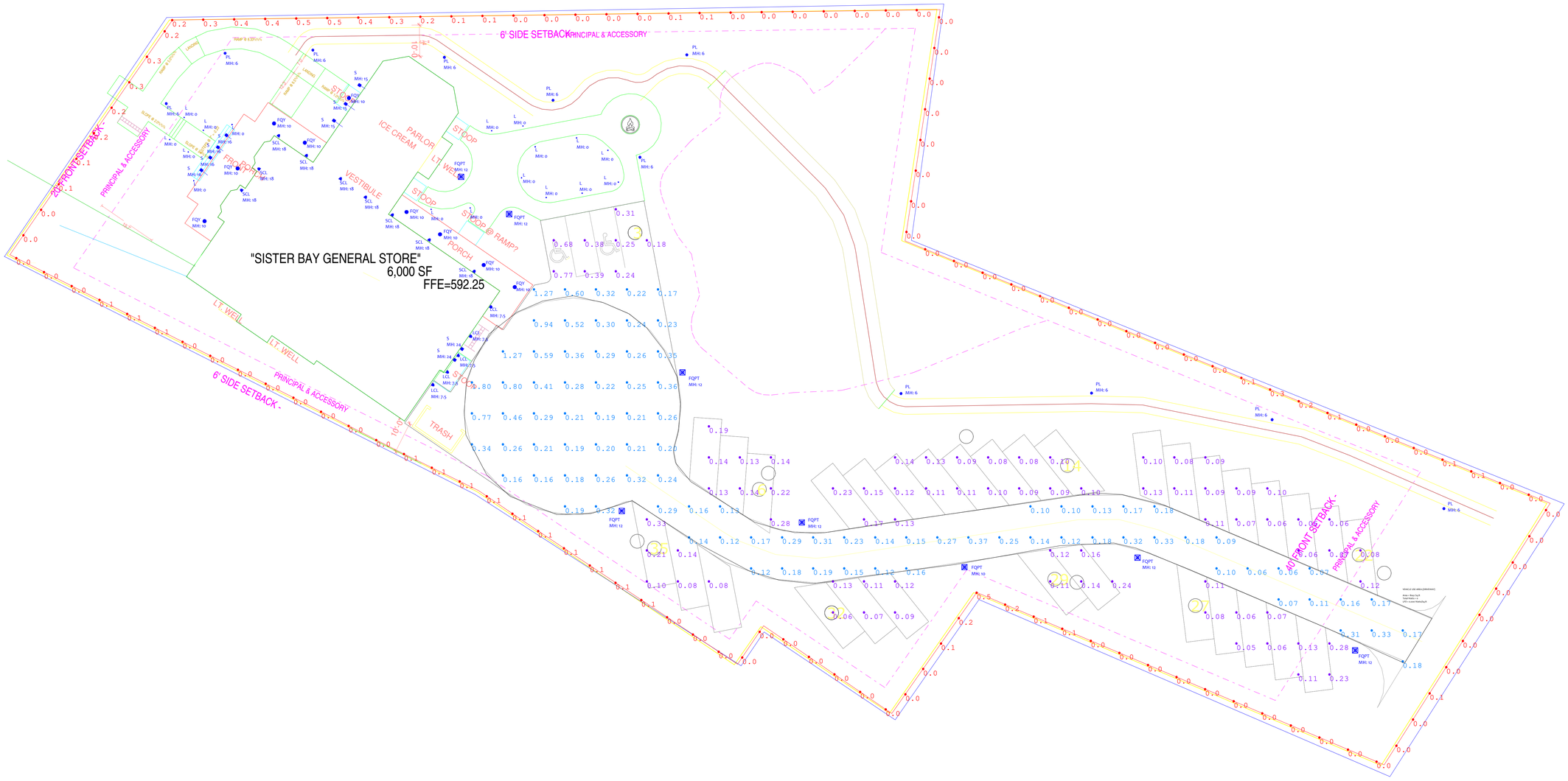
WADE WEISSMANN ARCHITECTURE, INC. © 2026 / P: 414.351.1200 F: 414.352.8385

PRELIMINARY NOT FOR CONSTRUCTION

ISSUE:
COURTESY REVIEW 2026.05.05
PLAN COMMISSION 2026.07.07

UPPER LEVEL LIGHTING & RECEPTACLE PLAN

E1.02



Scale: 1 inch= 17 Ft.

Luminaire Schedule					
Scenario: GENERAL					
Symbol	Qty	Label	Description	Luminaire Watts	Total Watts
	9	S	MARITIME GOOSENECK SIGN LIGHT	12	108
	11	PL	NAUTICAL POST LANTERN ON 6' POST	12	132
	17	L	LED LANDSCAPE LIGHT	5	85
	8	FQPT	FRENCH QUARTER POST TOP W/ COPPER TOP ON 12' POST	12	96
	5	LCL	LARGER COACH WALL LANTERN	12	60
	9	SCL	SMALLER COACH WALL LANTERN	12	108
	9	FQY	FRENCH QUARTER HANGING WITH YOKE MOUNT	12	108

Calculation Summary						
Scenario: GENERAL						
Label	Units	Avg	Max/Min	Max	Min	Avg/Min
CIRCULATION CALCS	Fc	0.29	30.00	1.80	0.06	4.83
PARKING CALCS	Fc	0.15	15.40	0.77	0.05	3.00
PROPERTY LINE	Fc	0.07	N.A.	0.5	0.0	N.A.

To request the Project Quotation for these materials or to place the order, please contact:
Sales@LightingDesignSolutions.com or call us at 1-888-357-7070

LIGHTING Design Solutions
SDT

Lighting Design Solutions, Inc.
Schofield Office:
PO Box 375
Schofield, WI 54476
Office: 888.357.7070
Fax: 715.693.2594

Milwaukee Office:
955A Walnut Ridge Drive
Hartland, WI 53029
Design@LightingDesignSolutions.com
www.LightingDesignSolutions.com

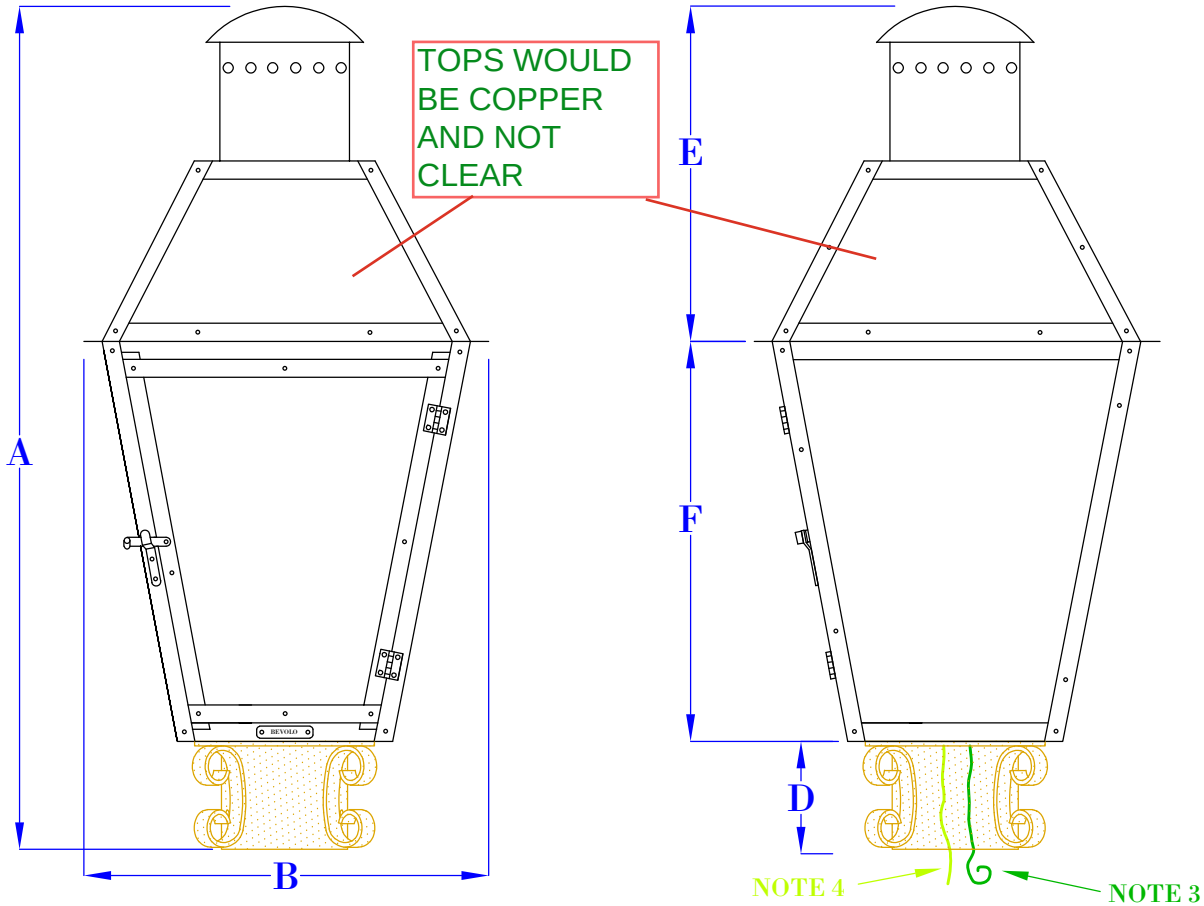
REV	DESCRIPTION	DATE

DRAWN BY: A. THOMER
REVIEWED BY: A. THOMER
CONTRACTOR:
APPROVED BY:
DATE: 07/07/2026

PROJECT INFORMATION:
SISTER BAY GENERAL STORE
SITE LIGHTING PLAN

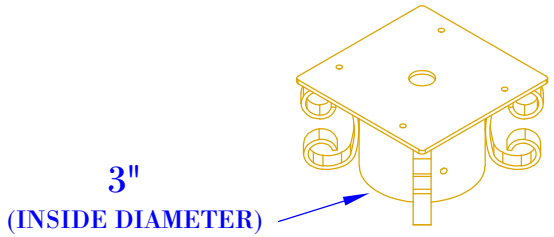
SITE LIGHTING PLAN
SL 1.00

TYPE FQPT

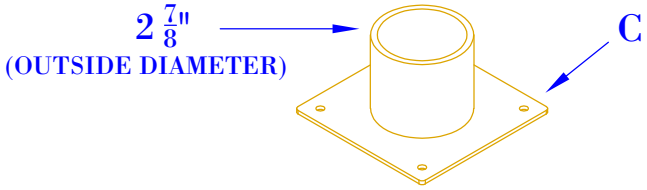


FRONT VIEW
(NTS)

SIDE VIEW



ISOMETRIC VIEW-POST MOUNT
(NTS- BRACKET ONLY)



ISOMETRIC VIEW-COLUMN MOUNT ADAPTOR
(NTS- BRACKET ONLY)

NOTES:

1. MOUNTING HARDWARE SUPPLIED BY OTHERS
2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS 1/4"
3. ELECTRIC LIGHTS SUPPLIED WITH 18/2 WIRE WITH GROUND
4. GAS LIGHTS SUPPLIED WITH 4" GAS NIPPLE AND 1/8 IP x 1/4" GAS LINE ADAPTOR

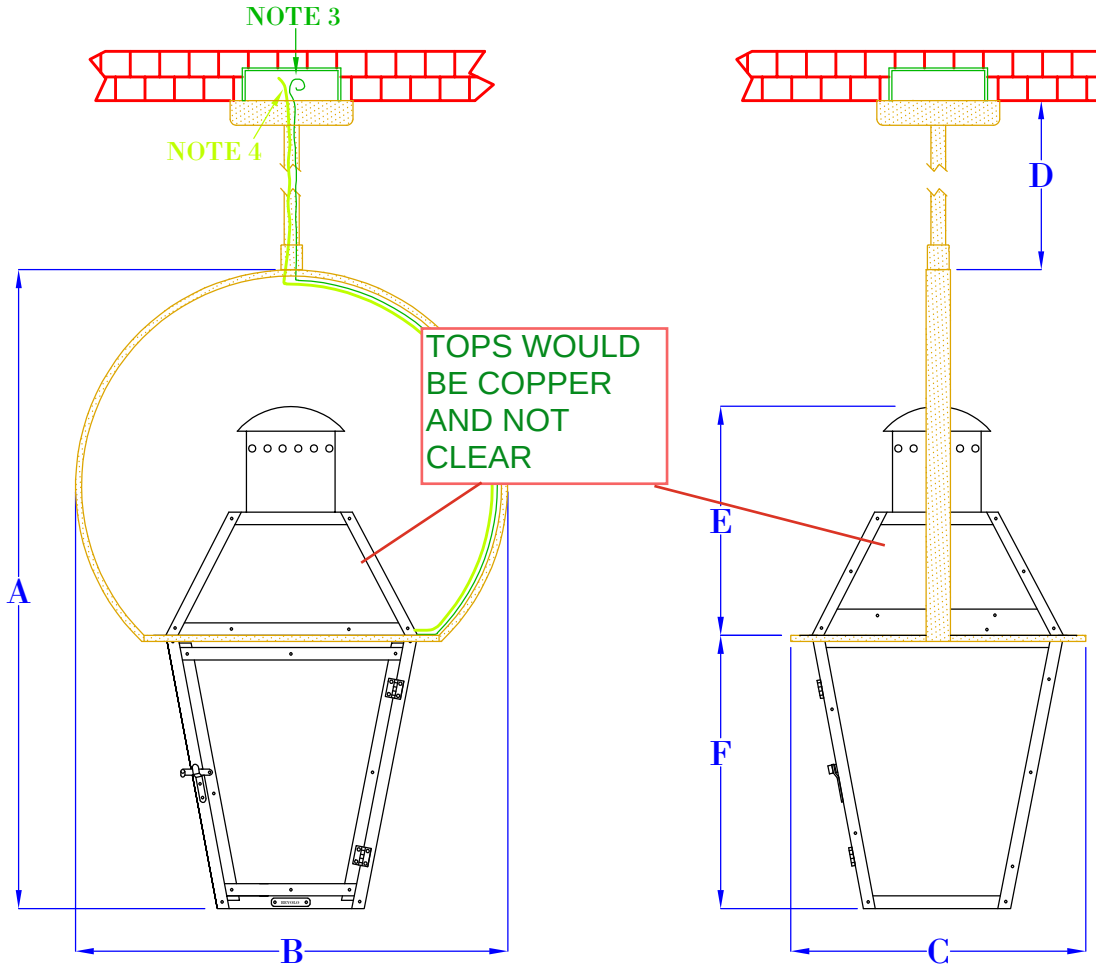
FQPT SPEC (FRENCH QUARTER POST TOP)

SIZE:	18"	21"	24"	27"	30"	36"
A:	20 3/4"	23 1/2"	28 1/4"	29 1/4"	33 5/8"	40"
B:	10 1/2"	11 1/2"	13 1/4"	14 1/2"	17 1/2"	21 1/2"
C:	5"x5"	5"x5"	5"x5"	5"x5"	5"x5"	5"x5"
D:	3"	3"	3"	3"	3"	3"
E:	7 5/8"	9 3/8"	12 3/8"	11 7/8"	14 1/2"	17 3/8"
F:	10 1/8"	11 1/8"	12 7/8"	14 3/8"	16 1/8"	19 5/8"

BEVOLO GAS & ELECTRIC LIGHTS

LIGHT:	FRENCH QUARTER	DATE:	DRW BY:	JJG
BRACKET:	POST MOUNT & COLUMN MOUNT	11-7-19	APP. BY:	JJG
			REVISION:	7

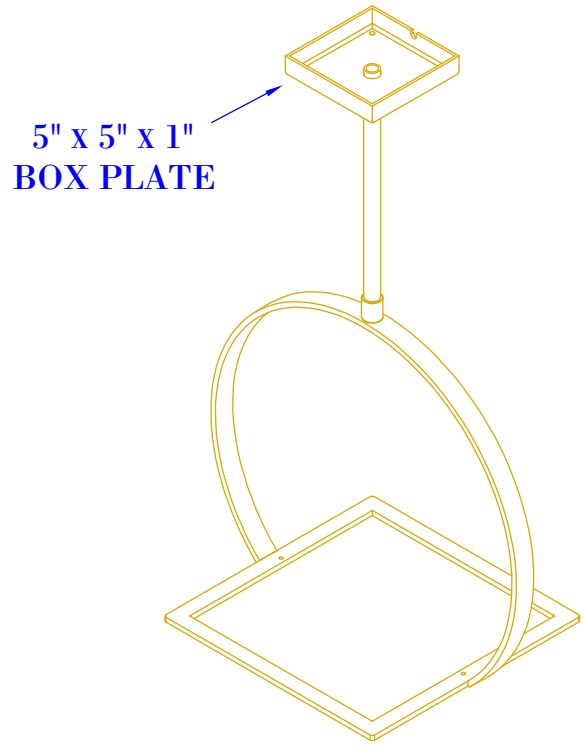
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FRONT VIEW
(NTS)

SIDE VIEW
(NTS)

FQY SPEC (FRENCH QUARTER YOKE)



ISOMETRIC VIEW
(NTS- BRACKET ONLY)

NOTES:

1. MOUNTING HARDWARE SUPPLIED BY OTHERS
2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS $\frac{1}{4}$"
3. ELECTRIC LIGHTS SUPPLIED WITH 18/2 WIRE WITH GROUND
4. GAS LIGHTS SUPPLIED WITH $\frac{3}{16}$" COPPER GAS LINE AND $\frac{3}{16}$" x $\frac{1}{4}$" GAS LINE ADAPTOR

SIZE:	14"	18"	21"	24"	27"	30"	36"
A:	20"	23 $\frac{1}{4}$"	25 $\frac{5}{8}$"	30"	32 $\frac{1}{2}$"	37 $\frac{3}{8}$"	45 $\frac{3}{8}$"
B:	14 $\frac{1}{4}$"	15 $\frac{7}{8}$"	17 $\frac{1}{4}$"	20 $\frac{1}{2}$"	21 $\frac{7}{8}$"	25 $\frac{7}{8}$"	31"
C:	9 $\frac{7}{8}$"	11 $\frac{1}{4}$"	12 $\frac{1}{8}$"	14 $\frac{3}{8}$"	15 $\frac{1}{4}$"	18 $\frac{1}{4}$"	22 $\frac{1}{4}$"
D:	VARIES	VARIES	VARIES	VARIES	VARIES	VARIES	VARIES
E:	6 $\frac{1}{4}$"	7 $\frac{5}{8}$"	9 $\frac{3}{8}$"	12 $\frac{3}{8}$"	11 $\frac{7}{8}$"	14 $\frac{1}{2}$"	17 $\frac{3}{8}$"
F:	8"	10 $\frac{1}{8}$"	11 $\frac{1}{8}$"	12 $\frac{7}{8}$"	14 $\frac{3}{8}$"	16 $\frac{1}{8}$"	19 $\frac{5}{8}$"

BEVOLO GAS & ELECTRIC LIGHTS

LIGHT:	FRENCH QUARTER	DATE:	DRW BY:	JJG	COPYRIGHT 2025, BEVOLO GAS & ELECTRIC LIGHTS. THIS DRAWING AND ANY DESIGN OR DATA CONTAINED THEREIN ARE CONSIDERED PROPERTY OF BEVOLO GAS AND ELECTRIC LIGHTS. NEITHER THE DRAWING NOR ITS CONTENT MAY BE COPIED, REPRODUCED, OR EDITED TO A LIKENESS WITHOUT THE WRITTEN CONSENT OF BEVOLO GAS AND ELECTRIC LIGHTS.
			APP. BY:	JJG	
BRACKET:	YOKE	3-11-25	REVISION:	13	

PRODUCT SPECIFICATIONS

Project Name _____ Date 48 TYPE L

Type or Model _____ Qty _____

VOLT® Low Voltage Landscape Lighting
Flat Hat 7” Path & Area Lights – 320 Series

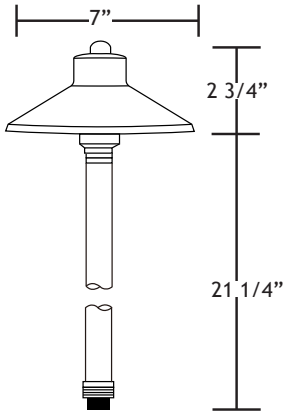
Product Description

The Flat Hat 7” Path & Area Light is a high-quality outdoor light that is great for illuminating smaller areas. Featuring a tall stem and a simple, yet attractive hat; this luminaire projects a beam of illumination with a diameter of 12 ft.

Two versions are available – one constructed of solid brass, the other of copper. Corrosion-resistant internal components and an easy-to-change bulb socket-and-enclosure ensure years of optimal performance – carries a lifetime warranty.



Product Dimensions



Features & Benefits

- Solid Brass or Copper Construction.
- Pre aged patina or powder coated finish.
- Stem is 1-inch thick and includes extra-long (1-inch) strip resistant threading for greater stability.
- Beryllium copper socket – more corrosion resistant than copper.
- Silicone plug at lead wire exit prevents ground moisture and insects from entering luminaire through the stem.
- Machine threaded body screws tight onto an O-ring for a moisture tight design.

Specifications

- **Construction:** Solid Brass or Solid Raw Copper
- **Finish:** Bronze, Powder Coated Black, or Raw Copper
- **Lead Wire:** 4’ (standard) or 25’ (optional) 18AWG
- **Mounting:** 10” Hammer® Stake with cutout for wire exit
- **Lens:** Clear protective polycarbonate lens
- **Light Source (sold separately):** Bi-Pin (LED or Halogen)
- **Operating Voltage:** 12V AC
- **Powered by:** VOLT’s Low Voltage Transformer

Warranty

Lifetime Warranty

Certifications

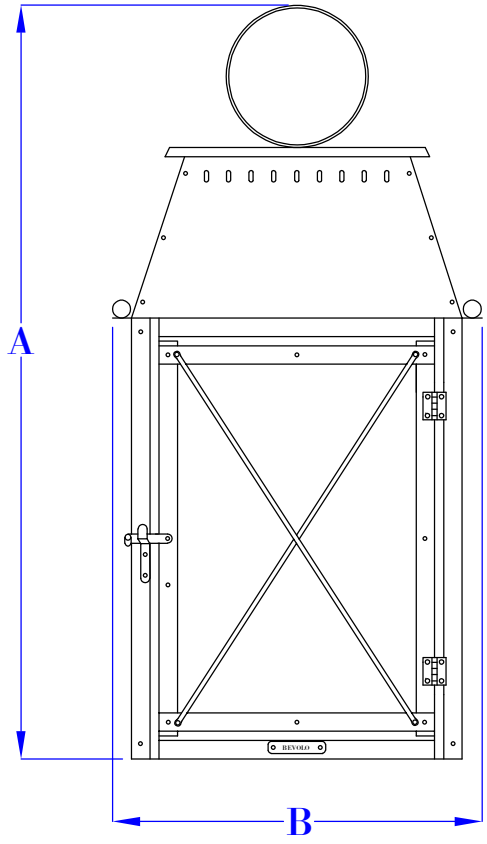
UL LISTED **Max 20 Watts** File #E466348

c UL LISTED **Max 20 Watts** File #E466348

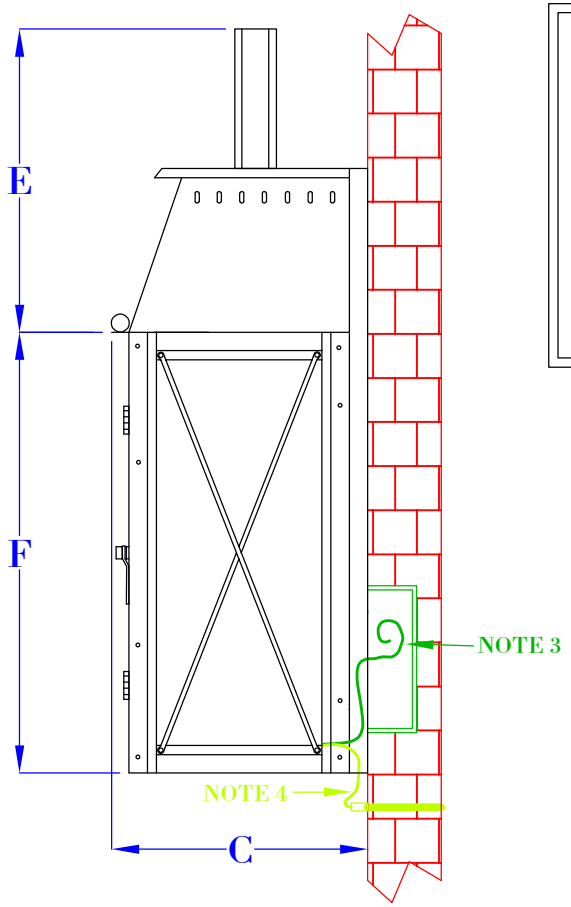
L SPEC (LANDSCAPE PATHWAY LIGHT)

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TYPE LCL



FRONT VIEW
(NTS)



SIDE VIEW
(NTS)

FLUSH MOUNTED GAS FIXTURES CANNOT BE MOUNTED TO ANY COMBUSTIBLE MATERIALS INCLUDING WOOD,VINYL, PVC OR COMPOSITES

LCL SPEC (LARGER COACH WALL LANTERN)

SIZE:	14"	16"	18"	22"
A:	18"	20"	21"	26"
B:	10 1/8"	10 1/8"	8 3/4"	10 1/8"
C:	7 1/4"	7 1/4"	6"	7 1/4"
E:	8"	8"	6 1/4"	8"
F:	10 1/8"	12 1/8"	14 3/4"	18 1/8"

NOTES:

1. MOUNTING HARDWARE SUPPLIED BY OTHERS
2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS 1/4"
3. ELECTRIC LIGHTS SUPPLIED WITH 18/2 WIRE WITH GROUND
4. GAS LIGHTS SUPPLIED WITH 3/16" COPPER GAS LINE AND 3/16" x 1/4" GAS LINE ADAPTOR

BEVOLO GAS & ELECTRIC LIGHTS

LIGHT:	COACH HOUSE	DATE:	DRW BY:	JJG	COPYRIGHT 2023, BEVOLO GAS & ELECTRIC LIGHTS. THIS DRAWING AND ANY DESIGN OR DATA CONTAINED THEREIN ARE CONSIDERED PROPERTY OF BEVOLO GAS AND ELECTRIC LIGHTS. NEITHER THE DRAWING NOR ITS CONTENT MAY BE COPIED, REPRODUCED, OR EDITED TO A LIKENESS WITHOUT THE WRITTEN CONSENT OF BEVOLO GAS AND ELECTRIC LIGHTS.
			APP. BY:	JJG	
BRACKET:	FLUSH MOUNT	10-25-23	REVISION:	4	

SATCO | NUVO

Project / Job Name:

Location: 50

Fixture Type:

Notes:



S12429 - 12.5 Watt A19 LED Filament; Clear; Medium Base; 2700K; 90 CRI; 120 Volt

WET LOCATION | 90+ CRI | DIMMABLE | c UL us LISTED | FC | RoHS COMPLIANT | 15,000 HOURS | 120 VOLT | TITLE 20

GENERAL

Company	SATCO
EA Height	4.96
EA Width	2.52
EA Length	2.52
Candle Power	100.0
Lamp Filament	LED Filament
Material	Aluminum / Glass
Fixture Type	Type A
Status	Active
Style	Traditional
CCT Selectable	No
Wattage Selectable	No
Finish Family	Clear
Additional Info	S11360 (JA8/T24) for CA / S12429 (T20 only)
Amps	0.104A
Has Camera	No
IOT Enabled	No
Lens Finish	Clear
Lens Material	Glass
Operating Position	Universal
Power Factor	0.7
SDS Class	LED_Lamp
Indoor Outdoor	Indoor, Outdoor
Product Technology	LED
Incandescent Equivalent	100W

ELECTRICAL

CCT (Kelvin Temp)	2700K
Dimmable	Yes-Dimmable
Hours Rated	15000
Beam Angle (degree)	320
Color Temp	Warm White
CRI	90+
Dimming Type	120V only, Phase cut
Operating Frequency	60Hz
Operating Temp	-4F to +104F (-20C to +40C)
Lumens	1500L
Volts	120v
Watts	12.5W

PHYSICAL

Lamp Base	Medium
Finish	Clear
Housing Color	None
ANSI Base	E26
Lamp Type	A19
MOD Lamps	2.36
MOL	4.41

ADDITIONAL INFO

Warranty	2-Years
Rated For Enclosed Fixture	No

PACKAGING

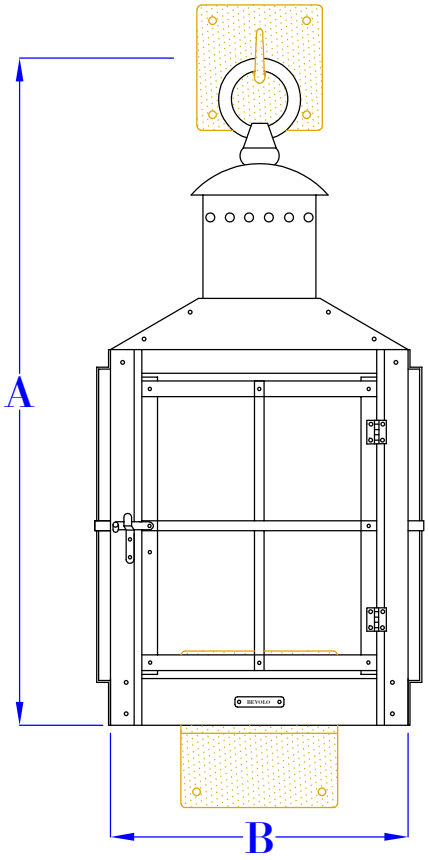
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Case Cube	0.6979
Case Height	6.1
Case Length	22.83
Case Quantity	24
Case UPC	10045923124294
Case Weight	4.85
Case Width	8.66
EA Cube	0.0182
EA Height	4.96
EA Length	2.52
EA Quantity	1
EA Weight	0.15
EA Width	2.52
Inner Cube	0.1366
Inner Height	5.31
Inner Length	8.07
Inner Quantity	6
Inner UPC	20045923124291
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Inner Width	5.51
Pack Type	Color Box
Web Length	4.41
Web Width	2.36

COMPLIANCE

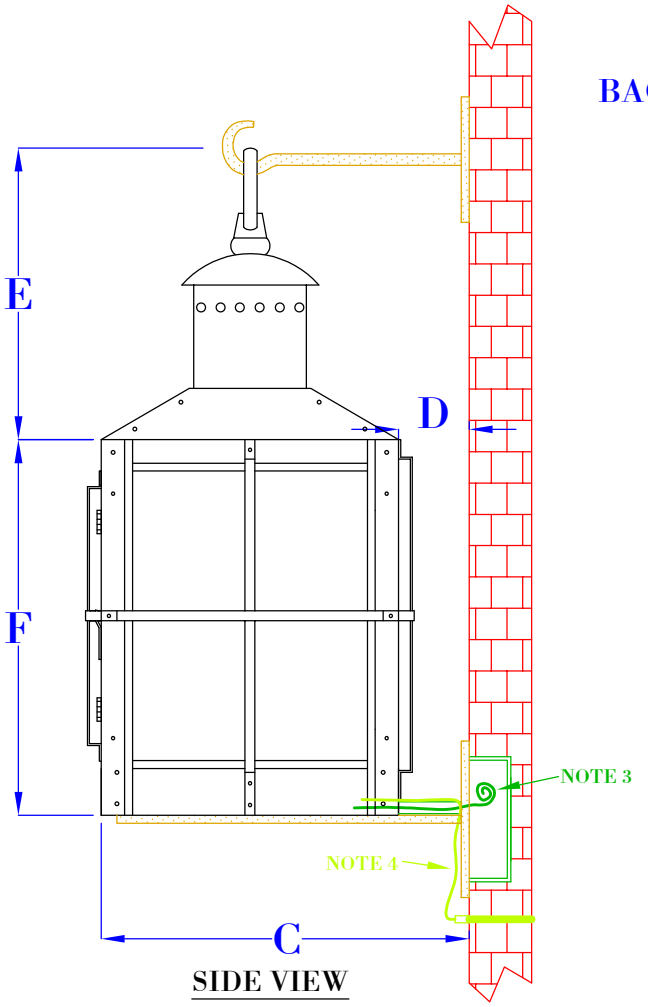
FCC Compliant	Yes
Location Rating	Wet
ROHS Compliant	Yes
Safety Listing	cULus - Certified, cULus - Listed
California Ban	Lawful for sale
DLC Approved	No
Title 20	Yes
T24/JA8 Compliant	No

LED LAMP INSTALLED IN ALL FIXTURES

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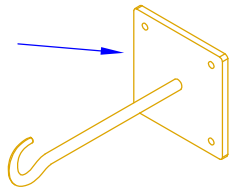


FRONT VIEW
(NTS)

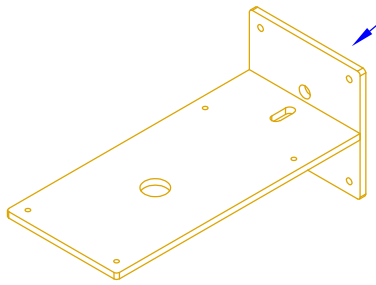


SIDE VIEW
(NTS)

4" x 4"
BACK PLATE



5" x 5"
BACK PLATE



ISOMETRIC VIEW
(NTS-BRACKET ONLY)

NOTES:

1. MOUNTING HARDWARE SUPPLIED BY OTHERS
2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS $\frac{1}{4}$"
3. ELECTRIC LIGHTS SUPPLIED WITH 18/2 WIRE WITH GROUND
4. GAS LIGHTS SUPPLIED WITH $\frac{3}{16}$" COPPER GAS LINE AND $\frac{3}{16}$" x $\frac{1}{4}$" GAS LINE ADAPTOR

PL SPEC (NAUTICAL POST LANTERN)

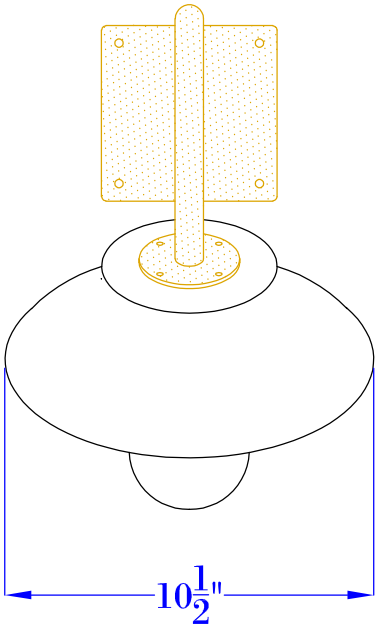
SIZE:	15"	18"	24"
A:	18 $\frac{3}{8}$"	21 $\frac{3}{8}$"	27 $\frac{3}{8}$"
B:	9 $\frac{1}{2}$"	9 $\frac{1}{2}$"	9 $\frac{1}{2}$"
C:	11 $\frac{5}{8}$"	11 $\frac{5}{8}$"	11 $\frac{5}{8}$"
D:	2 $\frac{1}{8}$"	2 $\frac{1}{8}$"	2 $\frac{1}{8}$"
E:	9 $\frac{3}{8}$"	9 $\frac{3}{8}$"	9 $\frac{3}{8}$"
F:	9"	12"	18"

BEVOLO GAS & ELECTRIC LIGHTS

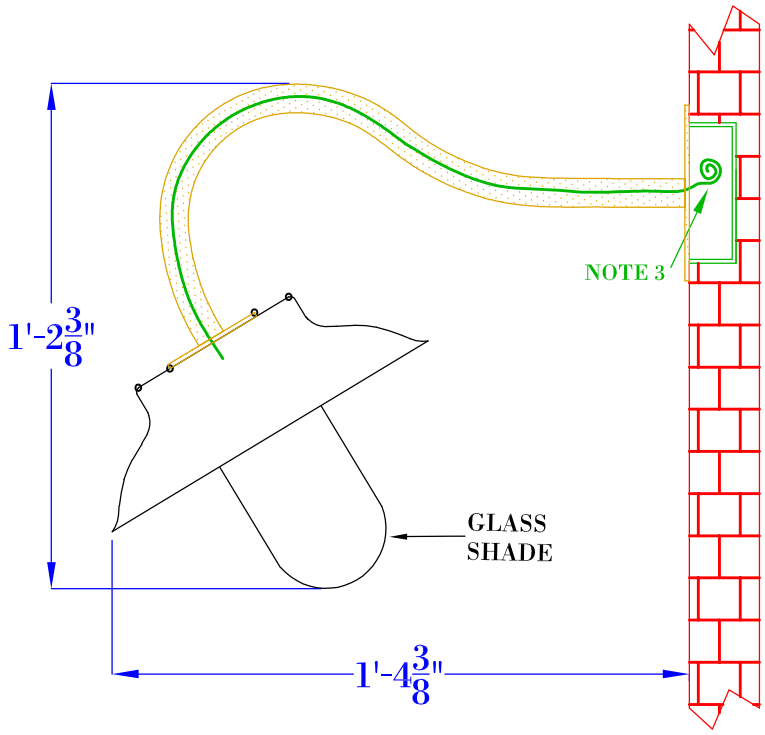
LIGHT:	NAUTICAL	DATE:	DRW BY:	JJG	
BRACKET:	STANDARD WALL MOUNT	3-20-25	APP. BY:	JJG	
			REVISION:	6	

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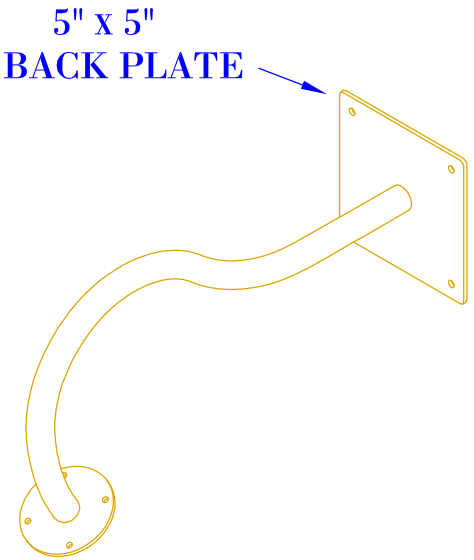
TYPE S



FRONT VIEW
(NTS)



SIDE VIEW
(NTS)



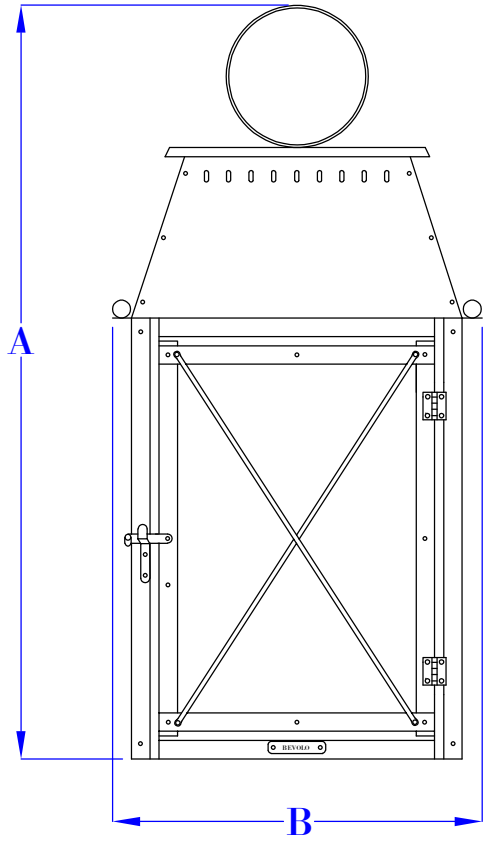
ISOMETRIC VIEW
(NTS-BRACKET ONLY)

NOTES:

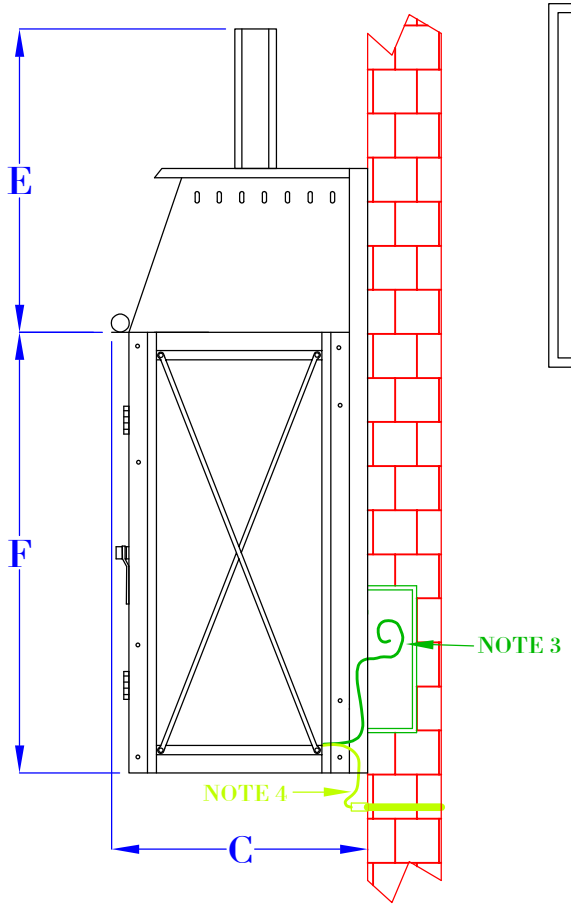
1. MOUNTING HARDWARE SUPPLIED BY OTHERS
2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS $\frac{1}{4}$"
3. ELECTRIC LIGHTS SUPPLIED WITH 18/2 WIRE WITH GROUND

S SPEC (MARITIME GOOSENECK SIGN LIGHTING)

BEVOLO GAS & ELECTRIC LIGHTS			DRW BY:	JJG	COPYRIGHT 2018, BEVOLO GAS & ELECTRIC LIGHTS. THIS DRAWING AND ANY DESIGN OR DATA CONTAINED THEREIN ARE CONSIDERED PROPERTY OF BEVOLO GAS AND ELECTRIC LIGHTS. NEITHER THE DRAWING NOR ITS CONTENT MAY BE COPIED, REPRODUCED, OR EDITED TO A LIKENESS WITHOUT THE WRITTEN CONSENT OF BEVOLO GAS AND ELECTRIC LIGHTS.
LIGHT:	MARITIME	DATE:	APP. BY:	JJG	
BRACKET:	GOOSENECK	12-3-2018	REVISION:	2	



FRONT VIEW
(NTS)



SIDE VIEW
(NTS)

FLUSH MOUNTED GAS FIXTURES CANNOT BE MOUNTED TO ANY COMBUSTIBLE MATERIALS INCLUDING WOOD,VINYL, PVC OR COMPOSITES

SCL SPEC (SMALL COACH WALL LANTERN)

SIZE:	14"	16"	18"	22"
A:	18"	20"	21"	26"
B:	10 1/8"	10 1/8"	8 3/4"	10 1/8"
C:	7 1/4"	7 1/4"	6"	7 1/4"
E:	8"	8"	6 1/4"	8"
F:	10 1/8"	12 1/8"	14 3/4"	18 1/8"

NOTES:

1. MOUNTING HARDWARE SUPPLIED BY OTHERS
2. FIXTURES ARE HANDCRAFTED. DIMENSIONS MAY VARY PLUS OR MINUS 1/4"
3. ELECTRIC LIGHTS SUPPLIED WITH 18/2 WIRE WITH GROUND
4. GAS LIGHTS SUPPLIED WITH 3/16" COPPER GAS LINE AND 3/16" x 1/4" GAS LINE ADAPTOR

BEVOLO GAS & ELECTRIC LIGHTS

LIGHT:	COACH HOUSE	DATE:	APP. BY:	JJG	
BRACKET:	FLUSH MOUNT	10-25-23	REVISION:	4	
			DRW BY:	JJG	

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STAFF REPORT

Date: July 21, 2026

To: Plan Commission

Re: Site Plan and Architectural Review; Friends of the Ice Rink/Sister Bay Sports Complex; 2155 Autumn Court

Author(s): Benjamin Andrews, Village Administrator

PROJECT OVERVIEW

The applicant, Friends of the Sister Bay Ice Rink, Inc., proposes improvements to the existing Sister Bay Ice Rink located at 2155 Autumn Court. The project includes the construction of a 1,620-square-foot heated storage garage measuring 54 feet by 30 feet, along with installation of a new refrigerated ice rink slab and chiller system to modernize the facility and extend seasonal operations. According to the narrative submitted by Keller, Inc., the improvements will allow the facility to operate more efficiently, protect valuable equipment, and preserve year-round functionality for community events. The applicant emphasizes that the garage has been designed with wood-frame construction and exterior materials consistent with existing park structures, including LP SmartSide siding in neutral tones and asphalt shingles. Access to the building will be provided through two pedestrian doors and three overhead doors designed to accommodate the Zamboni and other maintenance equipment.

The applicant provided a standard zoning permit application that includes building dimensions, construction details, and project description. The building height is approximately 23 feet, confirms single-story wood-frame construction, and has a building footprint of 1,620 square feet. A parcel survey was submitted showing the 15.720-acre property along Autumn Court. The conceptual site plan and associated engineering drawings depict the proposed garage location, chiller equipment yard, access route, and utility connections. Architectural elevations were included and illustrate full building façades with identified materials, trim, colors, roof pitch, and door placements. The landscaping and lighting plans were not included in the materials provided.

SITE PLAN REVIEW

The project proposes to place the storage garage at the southeast corner of the existing tree line. This placement is intended to minimize utility trenching, reduce construction disruption, and maintain natural screening between the new structure and public areas. Immediately north of the garage, the chiller system will be housed on a concrete pad and enclosed by a cedar privacy fence. Only minimal tree removal is expected, limited to clearing a narrow access drive for the Zamboni to move between the ice rink slab and the garage. The project preserves significant open green space.

The site plan has compliant placement of principal and accessory structures. The required 50-foot side and rear setbacks for buildings in this area of the site are compliant for the proposed locations of garage and chiller equipment. The area selected for construction is relatively flat and suitable for development of the proposed uses.

The improvements are designed to enhance maintenance operations without disrupting public circulation. The narrow access drive between the garage and rink slab is specifically intended for the Zamboni and similar equipment, and no changes are proposed to public parking or ballfield access routes. The conceptual site plan shows that existing parking facilities remain untouched. The design also ensures movement pathways for service vehicles remain safe and efficient.

Utility diagrams included in the engineering sheets illustrate the locations of stormwater and sanitary sewer extensions, catch basins, and manholes. The narrative explains that the existing concrete ice rink slab must be fully removed and replaced, as building the new refrigerated slab atop the old would raise the rink surface 12 to 18 inches, creating serious drainage issues, safety hazards for skaters, and operational challenges for equipment access. These designs appear to be consistent with land-disturbance standards.

ARCHITECTURAL REVIEW

The architectural elevations submitted display a simple but functional design consistent with existing municipal and park structures. The garage will use LP SmartSide siding and trim in earth-toned colors, with black asphalt roof shingles. Pre-finished aluminum fascia and soffit materials are incorporated for durability and visual continuity. The structure features a 6:12 roof pitch. Overhead doors sized at 12 feet by 12 feet allow equipment entry, and pedestrian man doors are provided for personnel access.

The chiller system will be fully enclosed by a cedar privacy fence with a maximum height of eight feet, as shown on the conceptual site plan. This screening provides visual buffering and noise mitigation and is consistent with typical accessory structure and mechanical screening standards. The fence also protects equipment from public access and weather exposure.

FINDINGS

Village Staff find that the proposed improvements meet the essential criteria for Site Plan and Architectural Review. The project appropriately supports public recreational use within the P-1 zoning district and is compatible with the surrounding park environment. The building design uses suitable materials that align with existing architectural standards for municipal structures. Site placement preserves natural screening and avoids disruption to established recreational facilities. Stormwater and utility considerations have been addressed through engineering documentation and narrative explanations. The primary deficiencies in the application concern the absence of required landscaping and lighting plans.

Docusign Envelope ID: 7FA82D4B-971B-8E6B-8322-CAEB7F9BD001

Village of Sister Bay
2383 Maple Drive • Sister Bay, WI 54234
Phone: (920) 854-4118 • Fax: (920) 854-9637
E-mail: info@sisterbaywi.gov
Web Site: www.sisterbaywi.gov

▼ This Area For Office Use Only ▼	
Zoning Permit Fee:	**Permit Issued Date**

Standard Zoning Permit Application

Names & Mailing Addresses

Applicant's Name: (Property Owner)	**Contractor Name:**
VILLAGE OF SISTER BAY (PROPERTY OWNER) FRIENDS OF THE SISTER BAY ICE RINK, INC.	KELLER INC.
Street Address 1968 HWY ZZ	Street Address N216 STATE ROAD 55
City • State • Zip Code SISTER BAY, WI 54234	City • State • Zip Code KAUKAUNA, WI 54130
Home Phone Cell Phone 920-915-9880 Email SISTERBAYRINK@GMAIL.COM	Business Phone 262-250-9710 Cell Phone 262-825-7560 Email LFERRIE@KELLERBUILDS.COM
Parcel Identification Number (PIN) 181-00-04312833B	Is this property connected to public water? ☐ No ☒ Yes
Street Address of Property in Sister Bay 2155 AUTUMN COURT	Is this property connected to public sewer? ☐ No ☒ Yes

Proposed Project

Type of Construction

*(Please check/complete **ALL** that apply below)*

☐ Home ☐ Pool ☐ Commercial
☐ Fence ☐ Single family ☐ Attached Garage
☐ Deck ☐ Multi-family ☒ Detached Garage
☐ Shed ☐ Boathouse ☐ Addition *(Describe below)*
☐ Other _____

Please Provide a Brief Description of Your Project:

ICE RINK EQUIPMENT STORAGE GARAGE

Project Details

Lot Size(Ft.): _____ by _____
Total Lot Area (Sq. Ft.) 684,783
Building Length 54' Building Width 30'
Building Footprint (Sq. Ft.) 1,620
Number of Stories 1
Height (Roof Peak) 23' (Primary Roof)
Type of Construction 5B - Wood-Frame Building

Estimated Cost $250,000

Please attach all the plans listed on the attached sheets.

Certification

I, the undersigned, hereby apply for a Land Use Permit and certify that all the information both above and attached is true and correct to the best of my knowledge. I affirm that all work performed will be done in accordance with the Sister Bay Zoning Code and with all other applicable laws and regulations. I hereby authorize the Zoning Administrator to enter the above-described property for purposes of obtaining information pertinent to my application request and to conduct land use code inspections.

Signature Signed by: Myles Dannhausen Jr. CF9C17119636425... Date 7/15/2026

♦ Area Below This Line For Office Use Only ♦

☐ **APPROVED**
☐ **DENIED**
Plan Commission Review Date: _____

Zoning Administrator: _____ **Date:** _____
CONDITIONS OF APPROVAL:

Utilities Approval:

_____
Utilities Representative
Date: _____

Estimated Impact Fee: _____
(Based on information provided by builder)

SISTER BAY PROJECT CHECKLIST

Before ANY applications will be considered this Permit/Application form must be completed and the following documents must be submitted to the employees in the Village Administration Office. (The only exception will be "Early Start" Permits)

- **The Attached Wetland Acknowledgment must be completed and signed by the property owner.**
- **Site Plan,** showing location of all existing and proposed structures with setback distances depicted on the plan. A recent or updated survey may be required after initial review by Staff.
- **Architectural Plan**, showing all 4 sides of the building, as it will be constructed. Renderings need to be in color and ACTUAL SAMPLES OF COLORS AND MATERIALS MUST BE SUBMITTED.
- **Landscaping Plan**, showing location of all plants, landscaping features, fences, or accessories. A plant species list should be attached and referenced on the plan.
- **Parking Plan,** showing location of all parking improvements, pavement markings and signs and the number of parking stalls which will be provided.
- **Lighting Plan,** showing location of all exterior lights. Copies of proposed fixtures should be attached, with a calculation of lumens of output from the fixtures. All plans must conform to the Village's performance standards section of the Zoning Code regarding light trespass. Approval by the Plan Commission and/or staff does not constitute an engineering approval, and lights found to be in violation of the Village Code will be required to be removed or replaced at the owner's expense regardless of any approvals received from the Village.
- **Drainage Plan**, lots in excess of 1 acre will need to meet State of Wisconsin standards, and require engineering approval. Lots less than 1 acre in size will be evaluated on a case by case basis by staff, and, if appropriate, approved by the Plan Commission.
- **Floor Plans including a foundation plan**
- **Building Plans, showing the interior of the proposed structure. These plans include HVAC, plumbing, and electrical plans.**
- **For New Construction – A Complete Water & Drainage Fixture Unit Listing Must Be Provided – A licensed plumber will need to evaluate your plans, and submit a complete Water and Drainage Fixture Unit List, so that REU calculations can be made by the Utilities Director. Any and all impact fees must be paid and a final Utilities inspection conducted before a water meter will be installed.**
- **For Remodeling Projects – *Before any permits will be issued* a licensed plumber will need to evaluate your plans, and submit a complete Water and Drainage Fixture Unit List so that REU calculations can be made by the Utilities Director. Any and all impact fees must be paid before any remodeling commences.**
- **Other plans as requested by Village Staff.**

PLEASE SEE THAT THE REQUIRED FEE IS SUBMITTED ALONG WITH YOUR ZONING PERMIT APPLICATION. IF YOU HAVE ANY QUESTIONS REGARDING WHAT THAT FEE WILL ACTUALLY BE, PLEASE CONTACT THE ADMINISTRATIVE ASSISTANT, AT 920-854-4118.

Thank you for your anticipated cooperation.

If you have any questions regarding impact fees please call the WWTP at 920-854-2246.
If you have any questions regarding Building Permits please call the Building Inspector at 920-495-3232

WETLAND NOTICE AND ACKNOWLEDGEMENT

According to 2009 Wisconsin Act 373, no permit may be issued until the property owner signs the statement below acknowledging that s/he received the following notice:

> You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page at http://dnr.wi.gov/wetlands/locating.html or contact the Department of Natural Resources service center.

By signing this form, I acknowledge I have received this notice.

Print Property Owner Name _____

Property Owner Signature / Date _____

Property Identification Number 181-00-04312833B

Address of property / parcel 2155 AUTUMN COURT, SISTER BAY, WI 54234

Quick Reference Official's Contact List:

BENJAMIN ANDREWS – Zoning Administrator - E-Mail: administrator@sisterbaywi.gov / Tele: 920-421-4457

MEGAN BARNES – Utilities Director - E-Mail: megan.barnes@sisterbaywi.gov / Tele: 920-854-2246

BRETT GUILETTE – Building Inspector - E-Mail: brettg.isllc@gmail.com / Tele: 920-495-3232

DOOR COUNTY SANITARIAN – Telephone: 920-746-2308

Keller
Planners | Architects | Builders
With Offices in the Fox Cities, Madison, Milwaukee & Wausau

July 24, 2026

Village of Sister Bay
2383 Maple Drive
Sister Bay, WI 54234

Dear City Plan Commission Members,

Project Overview

This application requests approval for the construction of a 1,620-square-foot (54' x 30') heated storage garage and associated ice rink infrastructure upgrades at the existing Sister Bay Ice Rink. The proposed improvements will:

- Modernize the community facility.
- Extend the seasonal ice-skating window.
- Streamline daily maintenance and seasonal operations.
- Secure and protect valuable equipment.
- Preserve the park's multi-use functionality for year-round community events.

Building Design & Aesthetics

The proposed storage garage has been carefully designed to harmonize with the natural landscape and match the existing architectural character of Sister Bay's municipal and park facilities.

- Construction & Dimensions: Wood-framed construction measuring 54 feet by 30 feet (1,620 sf).
- Exterior Siding: LP SmartSide finished in neutral, earth-tone colors.
- Roofing: High-quality asphalt roof shingles selected to match neighboring park structures.
- Access points:
    - Two (2) pedestrian man doors for safe, convenient personnel access.
    - Three (3) overhead doors to efficiently accommodate maintenance vehicles, the Zamboni, and other rink equipment.

Site Layout & Environmental Integration

The building's proposed footprint was strategically chosen to balance operational efficiency, fiscal responsibility, and environmental preservation:

- Strategic Placement: Located at the southeast corner of the existing tree line. This positions the structure as close to municipal utilities as possible, significantly minimizing utility trenching, connection costs, and general ground disruption.
- Natural Screening: Nestling the building against the existing tree line naturally screens the structure from surrounding public areas and neighboring sightlines.
- Chiller Pad & Screening: The chiller pad for the proposed new ice rink coiling system will be situated directly north of the building. To maintain a clean aesthetic and provide noise mitigation, the units will be fully enclosed by a cedar privacy fence.

ADDRESS
W204 N11509 Goldendale Road
Germantown, WI 53022

PHONE
262.250.9710 1.800.236.2534

FAX
262.250.9740

WEB SITE
www.kellerbuilds.com

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Planners | Architects | Builders
With Offices in the Fox Cities, Madison, Milwaukee & Wausau

- Minimal Tree Removal: Tree removal is strictly limited to the absolute minimum required to clear a narrow access drive running from the ice rink slab to the storage garage, specifically designed to allow the Zamboni and other equipment to transition smoothly.
- Preservation of Summer Activities: The building's tight orientation to the tree line preserves open green space, limiting any impact on parking or outfield space used for baseball games and other community events during the summer months.

Ice Rink Slab

A key component of this project is the modernization of the ice rink surface itself to support a more reliable skating season.

The project team proposes to fully remove and excavate the existing concrete ice rink slab to install a new, state-of-the-art coiling system.

Alternative Considered

The design team initially evaluated building the new rink system directly on top of the existing concrete slab. However, this approach would raise the finished surface of the ice rink 12 to 18 inches above the existing grade.

Raising the slab to this height would trigger:

1. Significant drainage and runoff issues on the site.
2. Severe safety hazards for skaters transitioning off the ice.
3. Complex logistical challenges for heavy maintenance equipment (including the Zamboni) entering and exiting the ice.

Full excavation and slab replacement is the only viable option to ensure a flush, safe, and hydraulically sound installation.

Thank you for your time and consideration of this donor funded investment in the Sister Bay community.

ADDRESS
W204 N11509 Goldendale Road
Germantown, WI 53022

PHONE
262.250.9710 1.800.236.2534

FAX
262.250.9740

WEB SITE
www.kellerbuilds.com

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With Offices in the Fox Cities, Madison, Milwaukee & Wausau

APPLICANT

Friends of the Sister Bay Ice Rink, Inc.
Myles Dannhausen Jr. (President)
1968 Hwy ZZ,
Sister Bay, WI 54234
920-915-9880
sisterbayrink@gmail.com

ARCHITECT/ BUILDER

Keller, Inc.
Logan Ferrie (Commercial Project Manager)
Eric Bauman (Project Architect)
W204 N11509 Goldendale Road
Germantown, WI 53022
262-825-7560
lferrie@kellerbuilds.com
ebauman@kellerbuilds.com

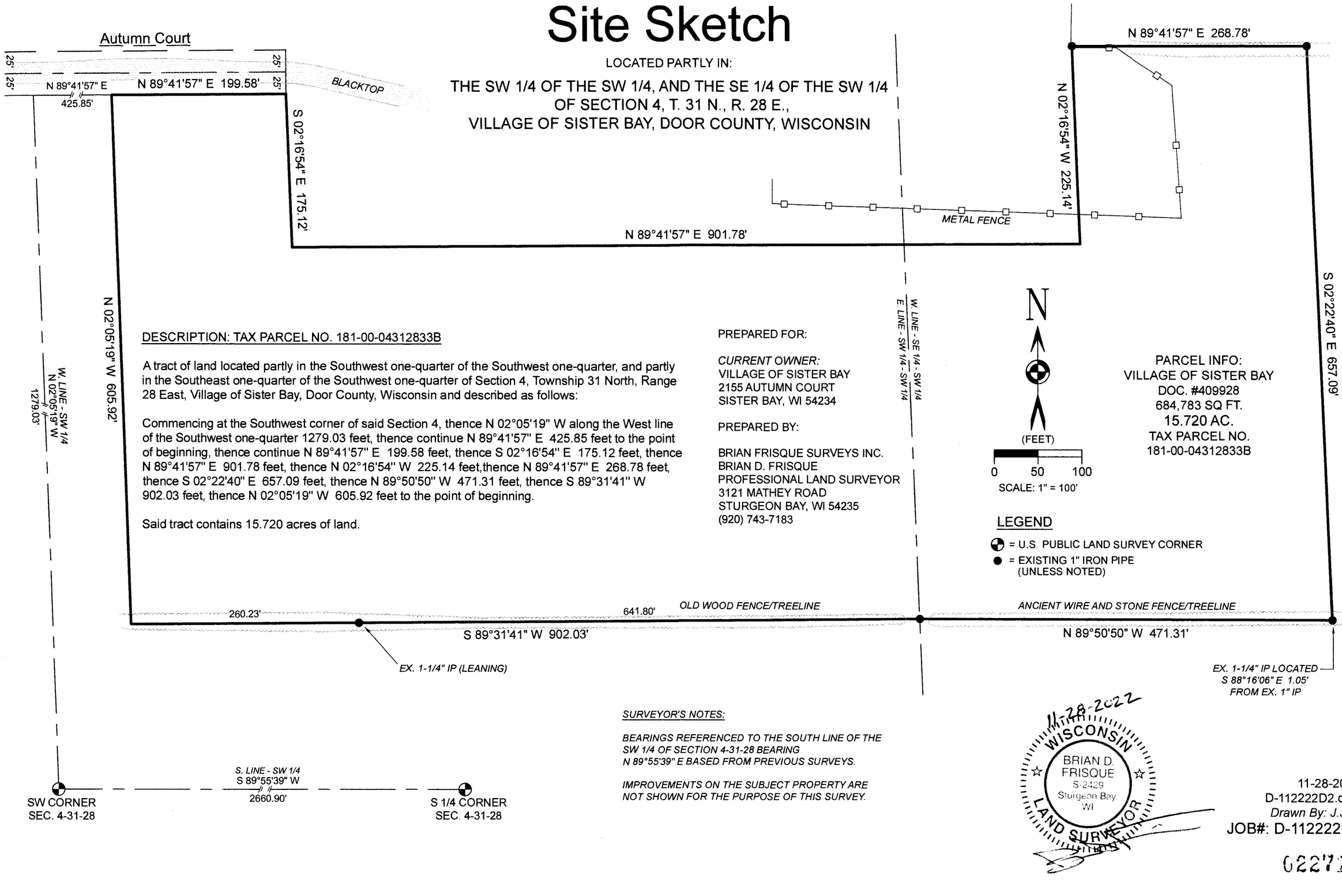
CIVIL ENGINEER

Stantec
Skyler Witalison P.E.
312 N. 5th Ave.
Sturgeon Bay, WI 54235
920-298-1763
skyler.witalison@stantec.com

Site Sketch

LOCATED PARTLY IN:

THE SW 1/4 OF THE SW 1/4, AND THE SE 1/4 OF THE SW 1/4
OF SECTION 4, T. 31 N., R. 28 E.,
VILLAGE OF SISTER BAY, DOOR COUNTY, WISCONSIN



DESCRIPTION: TAX PARCEL NO. 181-00-04312833B

A tract of land located partly in the Southwest one-quarter of the Southwest one-quarter, and partly in the Southeast one-quarter of the Southwest one-quarter of Section 4, Township 31 North, Range 28 East, Village of Sister Bay, Door County, Wisconsin and described as follows:

Commencing at the Southwest corner of said Section 4, thence N 02°05'19" W along the West line of the Southwest one-quarter 1279.03 feet, thence continue N 89°41'57" E 425.85 feet to the point of beginning, thence continue N 89°41'57" E 199.58 feet, thence S 02°16'54" E 175.12 feet, thence N 89°41'57" E 901.78 feet, thence N 02°16'54" W 225.14 feet,thence N 89°41'57" E 268.78 feet, thence S 02°22'40" E 657.09 feet, thence N 89°50'50" W 471.31 feet, thence S 89°31'41" W 902.03 feet, thence N 02°05'19" W 605.92 feet to the point of beginning.

Said tract contains 15.720 acres of land.

PREPARED FOR:

CURRENT OWNER:
VILLAGE OF SISTER BAY
2155 AUTUMN COURT
SISTER BAY, WI 54234

PREPARED BY:

BRIAN FRISQUE SURVEYS INC.
BRIAN D. FRISQUE
PROFESSIONAL LAND SURVEYOR
3121 MATHEY ROAD
STURGEON BAY, WI 54235
(920) 743-7183

N

(FEET)
0 50 100
SCALE: 1" = 100'

PARCEL INFO:
VILLAGE OF SISTER BAY
DOC. #409928
684,783 SQ FT.
15.720 AC.
TAX PARCEL NO.
181-00-04312833B

LEGEND

= U.S. PUBLIC LAND SURVEY CORNER
= EXISTING 1" IRON PIPE
(UNLESS NOTED)

SURVEYOR'S NOTES:

BEARINGS REFERENCED TO THE SOUTH LINE OF THE SW 1/4 OF SECTION 4-31-28 BEARING N 89°55'39" E BASED FROM PREVIOUS SURVEYS.

IMPROVEMENTS ON THE SUBJECT PROPERTY ARE NOT SHOWN FOR THE PURPOSE OF THIS SURVEY.

11-28-2022
WISCONSIN
BRIAN D. FRISQUE
S-2429
Sturgeon Bay, WI
LAND SURVEYOR

11-28-2022
D-112222D2.dwg
Drawn By: J.J.B.
JOB#: D-112222D2

022710

Plot Date: 06/17/2026 - 3:10pm
Drawing name: C:\Users\switalison\appdata\local\temp\AcPublish_33440\193806896_VOSB_ICE RINK_ENG.dwg
Xrefs:. SHEET BORDER.dwg, VOSB_ICE RINK_COUNTY DATA.dwg, SANITARY_SURV_V200.dwg, 193806896_VOSB_SPORTS COMPLEX SANITARY_PIPE NETWORK, R-100 RINK PLAN, 193806896_VOSB_ICE RINK_COUNTY DATA

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EXIST

SHEET NUMBER	
PROJ. NO.	193806896
APPROVED	SRW
CHECKED	SRW
DESIGNED	SRW
DRAWN	SRW
SURVEY	STANTEC

NO	REVISION	DATE

DATE OF ISSUANCE
DRAFT 2026.06.17

EXISTING CONDITIONS

UPDATED ICE RINKS
FRIENDS OF SISTER BAY ICE RINK
SPORTS COMPLEX AT VILLAGE OF SISTER BAY, DOOR COUNTY, WI 54234

Stantec
312 N. 5th Avenue
Sturgeon Bay, WI 54235
www.stantec.com

SHEET INDEX

C1.0 CONCEPTUAL SITE PLAN
A1.0 FLOOR PLAN, DESIGN SECTION
A2.0 BUILDING ELEVATIONS

BUILDING & FIRE AREA SQUARE FOOTAGES

FLOOR AREAS	PROPOSED
SECOND FLOOR	------ S.F.
FIRST FLOOR	1,620 S.F.
CANOPIES (COLUMN SUPPORTED)	------ S.F.
BASEMENT	------ S.F.
BUILDING AREA SUB-TOTALS	1,620 S.F.
MEZZANINES	------ S.F.
FIRE AREA TOTALS	1,620 S.F.

BUILDING CODE ANALYSIS

APPLICABLE CODES
2021 International Building Code (w/ WI Amendments)
2021 IECC
2021 IEBC (Level # Alteration)

OCCUPANCY

Accessory Use

Incidental Use

High-Piled Combustible Storage YES/NO
Hazardous Materials YES/NO
Multiple Control Areas YES/NO

HEIGHT & AREA
Building Height: -'--" Maximum Allowed: -'--"
Number of Stories: -- Maximum Allowed: --
Total Building Area: -,--- S.F. Maximum Allowed: -,--- S.F.
Total Fire Area: -,--- S.F. Maximum Allowed: -,--- S.F.
Mixed/Separated Occupancies
Unlimited Area Building YES/NO

CONSTRUCTION TYPE
Construction Classification -B
Fire Separation Distance -'--"

FIRE PROTECTION SYSTEMS
Assumed Sprinkler Type --
Fire Alarm System YES/NO

MEANS OF EGRESS
Occupant Load --
Panic Hardware YES/NO

STRUCTURAL DESIGN
Risk Category --
Design Loads
Roof Live Load -- psf
Walk-on IMP Ceiling Live Load -- psf
Steel Framing
Collateral Load -- psf
Wood Truss
Top Chord Dead Load -- psf
Bottom Chord Load -- psf
Mezzanine/Second Floor/Basement
Live Load -- psf
Point Load (Partition) -- psf
Snow Load Criteria
Ground Snow Load (Pg) -- psf
Exposure Factor (Ce) --
Thermal Factor (Ct) --
Wind Loads
Wind Load -- MPH
Surface Roughness --
Exposure Category --
Earthquake Load Criteria
Soil Site Class --
Ss --
S1 --

PLUMBING SYSTEMS
Mens WC Required #
Womens WC Required #
Drinking Fountain Required #
Other Source YES/NO
Ambulatory Stall Required YES/NO

MECHANICAL SYSTEMS
NO SINGLE PIECE OF EQUIPMENT OVER 400,000 BTU
NO BOILERS OVER 15 PSI AND 10 HORSEPOWER

SITE INFORMATION

SITE CONTENT

Building Size	-,--- S.F.	-.--%
Hard Surface	-,--- S.F.	-.--%
Green Space	-,--- S.F.	-.--%
Parcel Size (Approx.)	-,--- S.F.	-.-- Acres
Parking Provided	-- Stalls	
Area of Disturbance	-,--- S.F.	

ZONING
Property Zoning --
Setbacks FY -'--" SY -'--" RY -'--"
Hard Surface Setback -'--"
Coverage Limit --%
Greenspace Requirement --%
Parking Required -- Stalls
Refuse Enclosure YES/NO
RTU SCREENING YES/NO



NORTH

CONCEPTUAL SITE PLAN
1" = 30'-0"

0' 15' 30' 60' 120'

THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. BACKGROUND INFORMATION TAKEN FROM LOCAL GIS DATE. AERIAL IMAGERY AND/OR CLIENT PROVIDED INFORMATION, EASEMENTS, STREAMS AND ROADS ARE APPROXIMATE IN NATURE. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED FOR:
SISTER BAY ICE RINK
SISTER BAY, WISCONSIN

Keller
PLANNERS | ARCHITECTS | BUILDERS

FOX CITIES
N216 State Road 55
P.O. Box 620
Kaukauna, WI 54130
PHONE (920) 766-5795 / 1-800-236-2534
FAX (920) 766-5004

MADISON
711 Lois Dr.
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

MILWAUKEE
W204 N11509
Goldendale Rd
Germantown, WI 53022
PHONE (262) 250-9710 / 1-800-236-2534
FAX (262) 250-9740

WAUSAU
5605 Lilac Ave
Wausau, WI 54401
PHONE (715) 849-3141
FAX (715) 849-3181

www.kellerbuilds.com

PROPOSED FOR: SISTER BAY ICE RINK
2155 AUTUMN COURT
SISTER BAY, WISCONSIN 54234

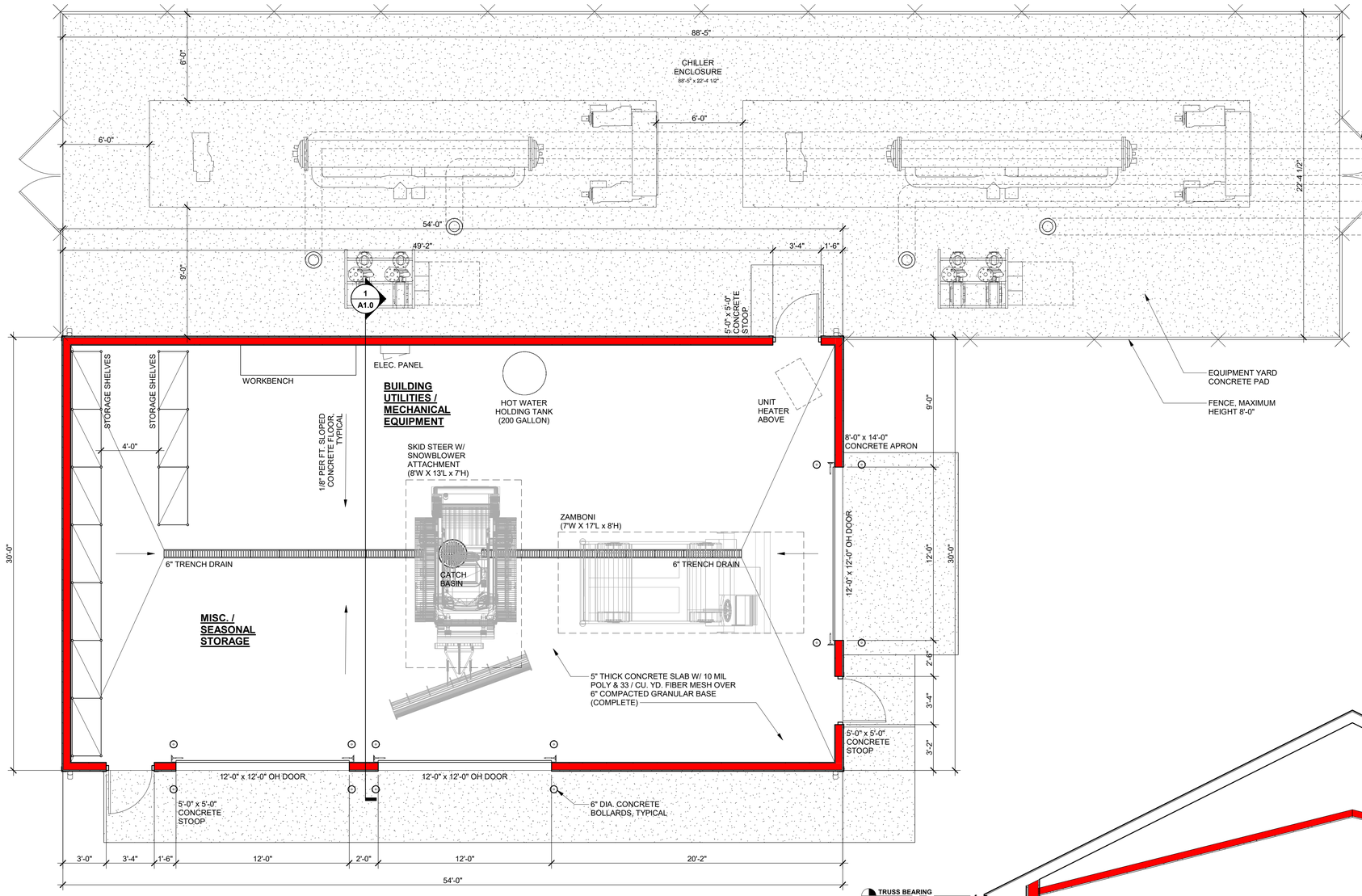
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REVISIONS

1	06.26.2026	ACM
2	07.09.2026	ACM
3		
4		
5		
6		

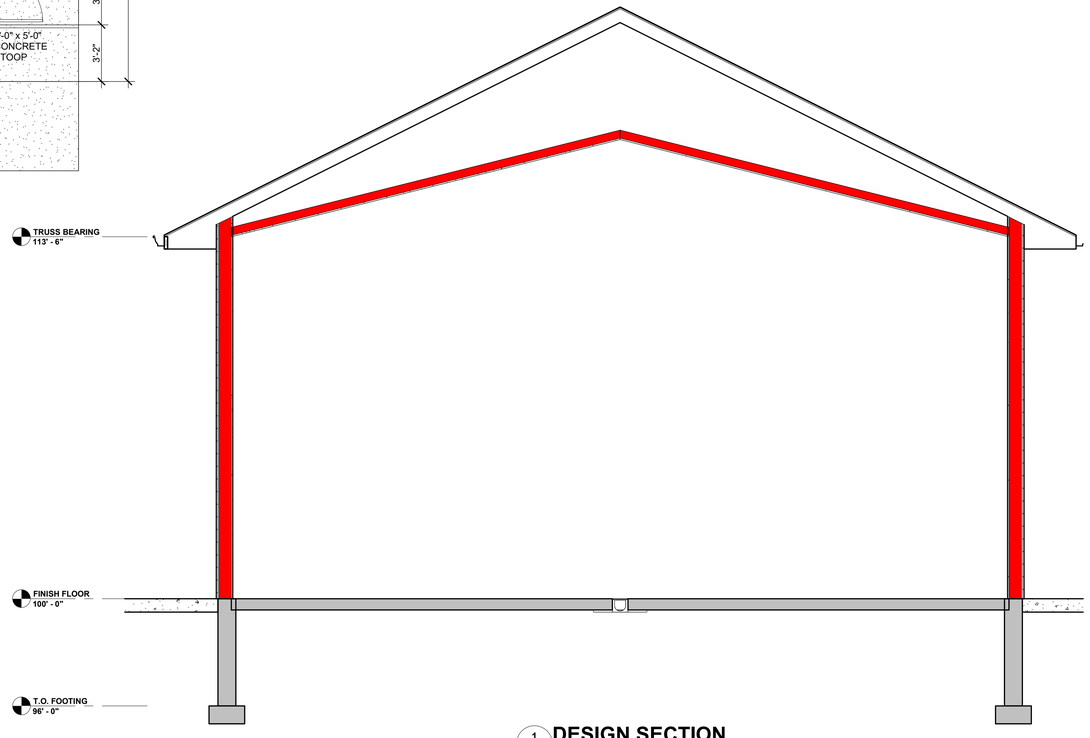
PRELIMINARY - NOT FOR CONSTRUCTION

PROJECT MANAGER: L. FERRIE
DESIGNER: E. BAUMAN
INTERIOR DESIGNER: -------
DRAWN BY: ACM
EXPEDITOR: -------
SUPERVISOR: -------
PRELIMINARY NO: P26143
CONTRACT NO: -------
DATE: 06.17.2026
SHEET: C1.0



NORTH

FLOOR PLAN
1/4" = 1'-0"



1 A1.0 **DESIGN SECTION**
3/8" = 1'-0"

WALL KEY
- NEW WALL/FURRING
- NEW MASONRY/ VENEER WALL
- NEW COOLER/ FREEZER WALLS
- NEW FOUNDATION WALL
- NEW IMP WALL
- NEW PRECAST WALL
- EXISTING MASONRY WALL
- TYPICAL EXISTING WALL
- DEMO MASONRY WALL
- DEMO WALLS
- FIRE WALL OR FIRE BARRIER

Keller
PLANNERS | ARCHITECTS | BUILDERS

FOX CITIES
N216 State Road 55
P.O. Box 620
Kaukauna, WI 54130
PHONE (920) 766-5795 / 1-800-236-2534
FAX (920) 766-5004

MADISON
711 Lois Dr.
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

MILWAUKEE
W204 N11509
Goldendale Rd
Germantown, WI 53022
PHONE (262) 250-9710 / 1-800-236-2534
FAX (262) 250-9740

WAUSAU
5605 Lilac Ave
Wausau, WI 54401
PHONE (715) 849-3141
FAX (715) 849-3181

www.kellerbuilds.com

PROPOSED FOR:
SISTER BAY ICE RINK
2155 AUTUMN COURT
SISTER BAY, WISCONSIN 54234

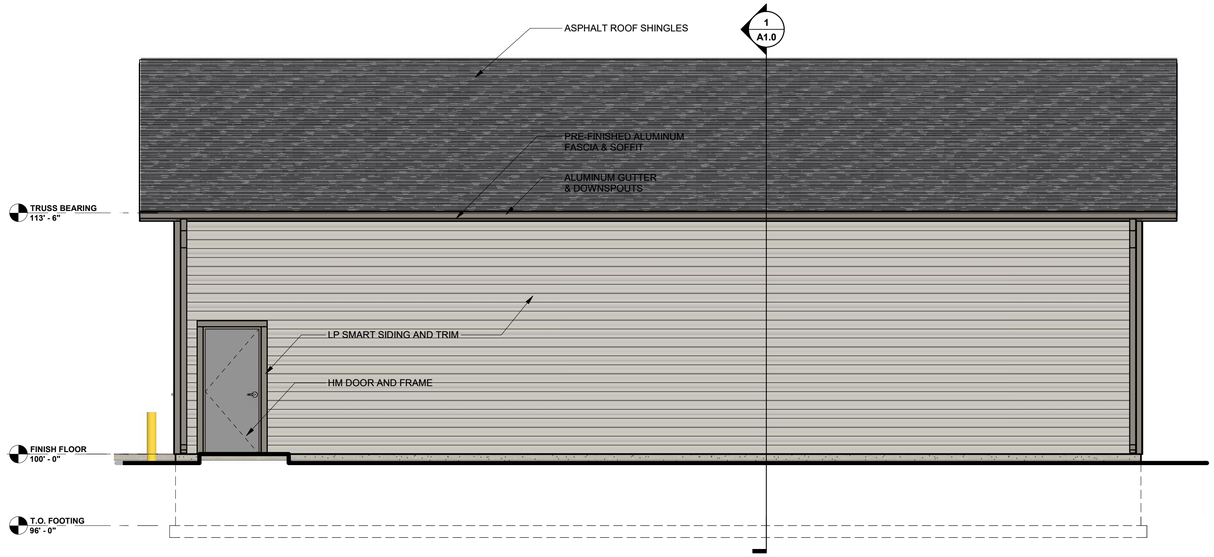
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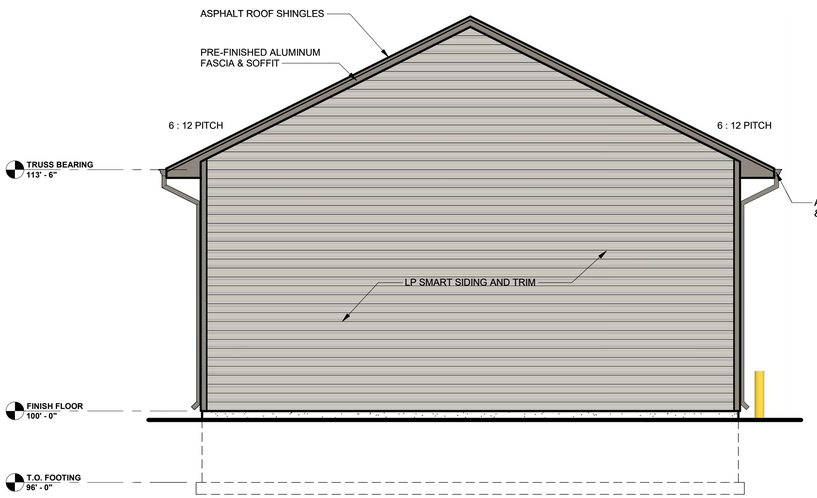
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PROJECT MANAGER: L. FERRIE
DESIGNER: E. BAUMAN
INTERIOR DESIGNER: -------
DRAWN BY: ACM
EXPEDITOR: -------
SUPERVISOR: -------
PRELIMINARY NO: P26143
CONTRACT NO: -------
DATE: 06.17.2026
SHEET: A1.0

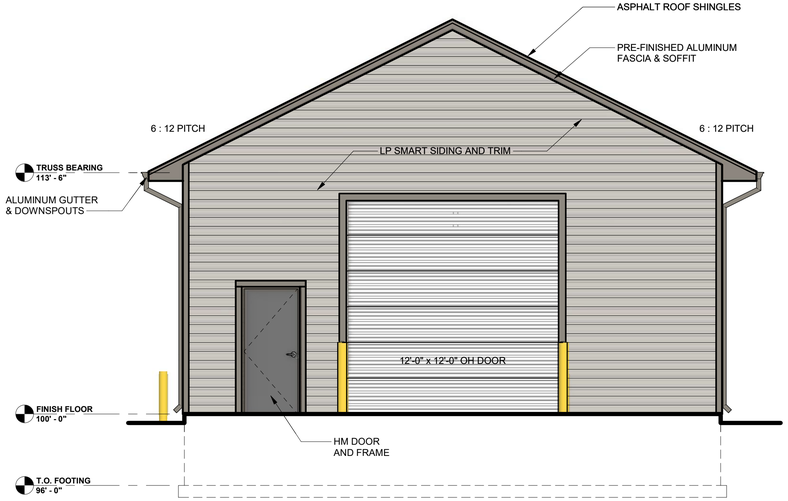
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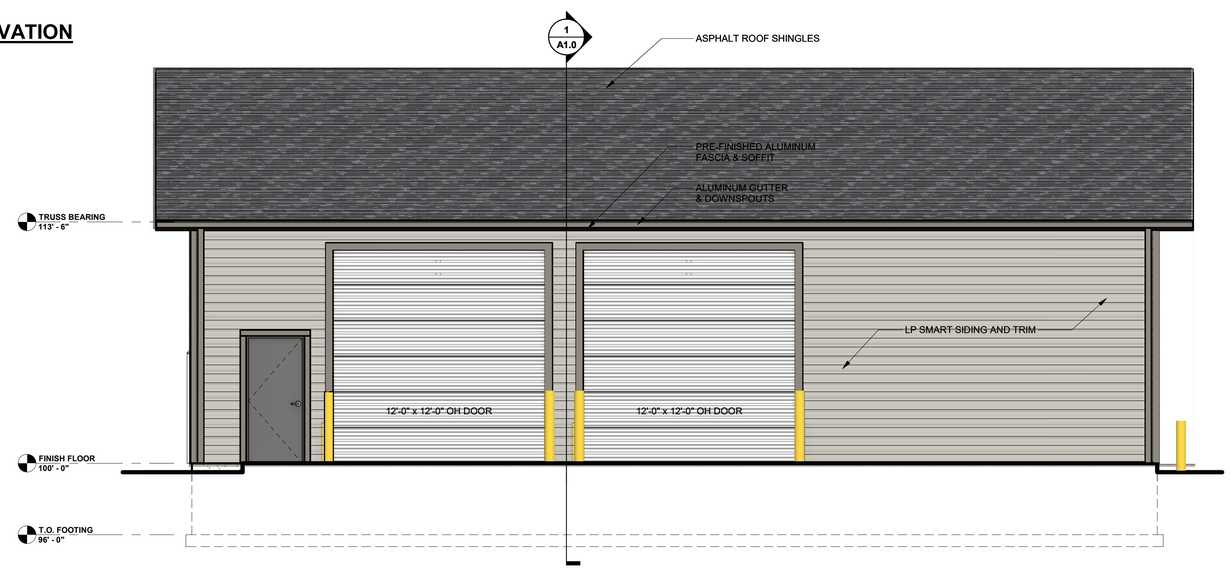
NORTH ELEVATION
1/4" = 1'-0"



WEST ELEVATION
1/4" = 1'-0"



EAST ELEVATION
1/4" = 1'-0"



SOUTH ELEVATION
1/4" = 1'-0"



BUILDING SIDING
LP SMART SIDE - "QUARRY GRAY"



TRIM, SOFFITS, FASCIA
LP SMART SIDE - "TUNDRA GRAY"



HOLLOW METAL DOORS
SHERMAN WILLIAMS - "GAUNTLET GRAY"
(SW 7019)



HOLLOW METAL DOOR FRAMES
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PRELIMINARY NO: P26143
CONTRACT NO: -------
DATE: 06.17.2026
SHEET: A2.0

PRELIMINARY - NOT FOR CONSTRUCTION

DOOR & WINDOW VALUES

WINDOWS:	U VALUE	0.--
	SHGC	0.--
	VT	0.--
DOORS: (SWINGING)	U VALUE	0.38
O.H. DOORS: (NON-SWINGING)	U VALUE	0.11
DOORS: (>50% GLAZING)	U VALUE	0.--
	SHGC	0.--
	VT	0.--











STAFF REPORT

Date: July 28, 2026

To: Plan Commission

Re: Potential Zoning Code Text Amendments

Author(s): Benjamin Andres, Village Administrator

Action(s) Requested: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Receive/File

BACKGROUND INFORMATION

At its June 23, 2026, meeting, the Plan Commission continued its review of several potential zoning code text amendments, including revisions related to Accessory Dwelling Units (ADUs), Automotive Body and Mechanical Repair in the B-1 District, and the Fee-In-Lieu of Parking program.

The Zoning Code contains no language authorizing the creation of ADUs, nor does it establish parameters for such accessory structures. The Commissioners reached broad consensus on the importance of ADUs in addressing the Village's long-term housing needs, and directed staff to prepare draft language aligned with their discussion.

The draft zoning code does include Automotive Body and Mechanical Repair as a permitted use in the B-1 District, but the earlier draft lacked full performance standards to ensure compatibility with surrounding uses. Staff has now incorporated updated performance standards based on the Plan Commission's comments.

Finally, while the Fee-In-Lieu of Parking provisions exist in the current draft code, they do not yet reflect the formula-based, CPI-adjusted approach favored by the Plan Commission. Additional technical and legal work is required before a complete amendment can be brought forward.

ACCESSORY DWELLING UNITS (ADUS)

The Plan Commission expressed strong support for revising the zoning code to allow Accessory Dwelling Units (ADUs), noting their role in enabling multigenerational housing, workforce housing, and aging-in-place. Commissioners emphasized that ADUs are a desirable long-term housing strategy and discussed potential limitations and incentive-based approaches to ensure ADUs are primarily used for long-term rather than short-term rental purposes. They also noted that ADUs should be limited to parcels containing single-family detached dwellings and likely excluded from the R-4 District based on density constraints. The current draft zoning code does

not allow dwelling units in accessory structures, nor does it include any definition or standards for ADUs.

Staff has prepared new ADU language consistent with Plan Commission direction. The draft includes provisions allowing both attached and detached ADUs, establishing size and height limitations, requiring additional parking, ensuring consistency with architectural and site development standards, etc.. Staff has also identified issues requiring legal review, particularly restrictions related to short-term rentals and enforceability over successive property ownerships.

AUTOMOTIVE BODY & MECHANICAL REPAIR – B-1 DISTRICT

The Plan Commission discussed adding Automotive Body and Mechanical Repair as a permitted use in the B-1 General Business District and generally agreed the use is appropriate for the district with appropriate performance standards. Commissioners raised concerns about impacts associated with noise, volatile chemicals, dust, and outdoor vehicle storage, and requested that any allowed use remain fully compatible with adjacent residential properties. They also indicated that this use should not be included in the B-3 Downtown Business District and asked staff to verify whether removal from B-3 is necessary.

Staff has now added detailed standards requiring indoor operations, limiting the number and placement of vehicles stored outdoors, establishing screening requirements, mandating compliance with noise and air-quality provisions, and prohibiting outdoor dismantling or painting. Staff also added hours-of-operation limits and clarified site plan review requirements. These changes align with the concerns and direction expressed by Commissioners.

FEE-IN-LIEU OF PARKING PROGRAM

The Fee-In-Lieu of Parking program continues to be an area requiring additional refinement. Commissioners expressed support for replacing the longstanding flat per-stall fee with a formula tied to construction costs, land values, and CPI adjustments, noting it would provide improved predictability and transparency for both the Village and participating businesses. Commissioners also expressed a desire to limit the program geographically to the B-2 and B-3 districts and maintain the requirement that revenue be dedicated to parking-related improvements. Additional items include establishing administrative thresholds and clarifying how existing fee-in-lieu agreements will be treated under the new system.

While the draft zoning code contains existing fee-in-lieu language in Sec. 66.0404, staff has determined that substantial new analysis is needed before proposed revisions can be completed. This includes gathering verified real land and construction cost data, analyzing CPI-based formula options, and consulting with the Village Attorney regarding legal implications of modifying existing agreements.

Staff anticipates presenting updated Fee-In-Lieu language at an upcoming meeting.

SUMMARY

Staff has incorporated Plan Commission direction into preliminary revisions addressing ADUs and Automotive Body & Mechanical Repair and has begun identifying the steps needed to complete Fee-In-Lieu of Parking revisions.

Staff recommends that the Plan Commission receive and file this report and provide feedback regarding the placement of ADU regulations within the zoning code, potential removal of automotive repair from the B-3 District, and expectations for the Fee-In-Lieu formula.

Zoning Code
CHAPTER 66
OF THE
MUNICIPAL CODE
OF THE
VILLAGE OF
SISTER BAY, WISCONSIN

Last Text Amendment: February 17, 2026
Last Zoning Map Amendment: April 21, 2026

VILLAGE OF SISTER BAY ZONING CODE

IF YOU ARE ATTEMPTING TO LOCATE THE REGULATIONS THAT PERTAIN TO A PARTICULAR PROPERTY, PLEASE INITIALLY DETERMINE WHAT ZONING DISTRICT THE PROPERTY IS ACTUALLY LOCATED IN. TO DO THAT, PLEASE REFER TO THE ZONING MAP THAT IMMEDIATELY FOLLOWS THIS PAGE. AFTER THAT, REFER TO THE INFORMATION THAT IS CONTAINED IN THIS TABLE AS WELL AS THE TABLE OF CONTENTS, AND THEN GO TO THE APPLICABLE PAGE(S) OF THE ZONING CODE.

IF YOU HAVE ANY QUESTIONS ABOUT THE VILLAGE'S ZONING REGULATIONS, PLEASE DON'T HESITATE TO CONTACT THE EMPLOYEES IN THE VILLAGE OFFICE.



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VILLAGE OF SISTER BAY ZONING CODE

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VILLAGE OF SISTER BAY ZONING CODE

SECTION 100 - STATUTORY AUTHORITY AND PURPOSE

Sec. 66.0101 Authority

These regulations are adopted under the authority granted by Wis. Stats. §61.35, 62.23(7), 62.231 and 87.30. Therefore, the Village Board of the Village of Sister Bay, Wisconsin does hereby ordain as follows:

Sec. 66.0102 Purpose

The purpose of this chapter is to promote the health, safety, aesthetics and general welfare of this community.

Sec. 66.0103 Intent

(1) It is the general intent of this chapter to regulate and restrict the use of all structures, lands, and waters; and to:
- (a) Regulate lot coverage and the size and location of all structures so as to prevent overcrowding and to provide adequate sunlight, air, sanitation, and drainage;
- (b) Regulate population density and distribution so as to avoid sprawl or undue concentration and to facilitate the provision of adequate public services and utilities;
- (c) Regulate parking, loading and access so as to lessen congestion in and promote the safety and efficiency of the streets, highways and waterways;
- (d) Secure safety from fire, flooding, panic, pollution, contamination and other dangers;
- (e) Facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements;
- (f) Provide adequate light and air, including access to sunlight for solar collectors;
- (g) Assure the protection of groundwater;
- (h) Protect the traffic-carrying capacity of existing and proposed arterial streets and highways;
- (i) Stabilize and protect existing property values;
- (j) Further the appropriate use of land and conservation;
- (k) Preserve and promote the beauty of the community;
- (l) Implement those municipal, county, watershed, and regional comprehensive plans or plan components adopted by the Village of Sister Bay; and,
- (m) Provide for the administration and enforcement of this chapter and to provide penalties for its violation.

Sec. 66.0104 Abrogation and Greater Restrictions

This chapter is not intended to repeal, abrogate, annul, impair or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations, or permits previously adopted or issued pursuant to law. Except as otherwise provided in this chapter, wherever this chapter imposes greater restrictions, the provisions of this chapter shall govern.

Sec. 66.0105 Interpretation

In their interpretation and application, the provisions of this chapter shall be held to be minimum requirements and shall be liberally construed in favor of the Village and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

Sec. 66.0106 Severability

If any section, clause, provision or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected thereby.

Sec. 66.0107 Title

This chapter shall be known as, referred to or cited as the “Zoning Chapter of the Municipal Code of Ordinances (Zoning Code), Village of Sister Bay, Door County, Wisconsin.”

VILLAGE OF SISTER BAY ZONING CODE

Sec. 66.0108 Adoption

The Zoning Code was originally adopted in 1974, redrafted and adopted as Ordinance No. 102-110904 on November 9, 2004, and the comprehensive revision was effective upon publication on November 16, 2004.

SECTION 200 - JURISDICTION

Sec. 66.0201 Jurisdiction
The jurisdiction of this chapter shall include all lands and waters within the corporate limits of the Village of Sister Bay.

Sec. 66.0202 Compliance
The use of any land or water; the size, shape and placement of lots; the use, size, type and location of structures on lots; the filling and grading of any land; the cutting of shore land cover; the regulation of signs, manufactured homes, trailers and parking lots; the consolidation or splitting of parcels; and the subdivision of lots shall be in full compliance with the terms of this chapter and other applicable regulations. The construction of buildings and structures, or any addition thereto, and the changing of any land use shall require a Zoning Permit unless otherwise expressly excluded from the requirement of this chapter. No structure, land, or water shall hereafter be used or developed (as "development" is defined in Sec. 66.2100 of this chapter) and no structure or part thereof shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted, or structurally altered except in conformity with the regulations herein specified for the district in which it is located, but in residential districts, a lot of record as of November 16, 1973, even though not meeting the requirements of this chapter as to area and width, may be used for single family residence purposes.

Sec. 66.0203 Municipalities and State Agencies Regulated
Unless specifically exempted by law all cities, villages, towns, counties, school districts, vocational school districts and other public entities are required to comply with this chapter and obtain all required permits. State agencies are required to comply if Wis. Stats. §13.48(13) applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt from compliance when Wis. Stats. §30.12(4)(a) applies, including subsequent amendments to those rules.

Sec. 66.0204 Annexation
All territory annexed by the Village shall become part of the CS-1 District until definite boundaries and regulations are recommended by the Plan Commission and adopted by the Village Board; such adoption to be completed within ninety (90) days of the annexation.

VILLAGE OF SISTER BAY ZONING CODE

1

SECTION 300 – ZONING DISTRICTS

Several Portions of This Section of the Zoning Code Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0300 Establishment

For the purpose of this chapter, the Village of Sister Bay is hereby divided into ten (10) basic use districts and nine (9) overlay districts. The names of those districts follows:

Use Districts
Countryside - CS-1
Single-Family Residence District - R-1
Multiple-Family Residence District - R-2
Large Lot Residence District - R-3
Small Lot Residence District - R-4
General Business District - B-1
Downtown Business Transition District - B-2
Downtown Business District - B-3
Institutional District - I-1
Park/Recreation District - P-1

Overlay Districts
Woodland Overlay District
Wetland Overlay District - W-1
Bluff Protection Overlay District - BP
Planned Unit Development Overlay District – PUD
Hwy. 42/Hwy. 57 Landscape Setback Overlay District - HL
Historic Overlay District – B-2
Ridges and Swales Overlay District - RS-1
Restaurant Overlay District - RO-1
Wellhead Protection Overlay District - WHP

(1) Boundaries. The boundaries of the previously mentioned districts are hereby established as shown on the map that is entitled "Village of Sister Bay Official Zoning Map", which map accompanies and is herein made a part of this chapter. All notations and references shown on the Zoning Map are as much a part of this chapter as though they were specifically described herein. This chapter hereby incorporates any future Zoning Map amendments or any later Zoning Maps that may be adopted by ordinance of the Village Board.

(a) The district boundaries in all districts, except the overlay districts, shall be construed to follow corporate limits; U.S. Public Land Survey lines; lot or property lines; centerlines of streets, highways, alleys and easements. Where a district boundary is parallel to corporate limits or the centerline or right-of-way of a street, the district boundary shall be determined by the dimension noted on the Zoning Map or where said dimension is not noted, by the scale contained on the Zoning Map.

(b) The boundaries of the Wetland Overlay District (W-1) are based on the Wisconsin Wetland Inventory Maps for the Village, dated July 1, 1992 or the most current map. The wetlands included as W-1 are those wetlands that are two or more acres in area; and are located

within 300 feet of a navigable river, within 1,000 feet of a lake, or within the 100-year recurrence interval floodplain. These boundaries are for illustrative purposes only.

The actual boundaries shall be those established by a field staking of the particular wetland, followed by a survey and legal description of the wetland.

(c) Vacation of public streets and alleys shall cause the vacated land to be automatically placed in the same district as the abutting property to which the vacated land reverts.

(d) Annexations subsequent to the effective date of this chapter shall be placed in the Countryside District (CS-1), unless the annexation chapter temporarily places the land in another district. Within one year, the Plan Commission shall evaluate and recommend a permanent classification to the Village Board. Annexations containing shore lands shall be governed in the following manner: Pursuant to Wis. Stats. §59.971(7), and any annexation of land after May 7, 1982, which lies within shorelands, as defined herein, shall be governed by the provisions of the Door County Zoning Ordinance until such time that the Village adopts an Ordinance that is at least as restrictive as the Door County Zoning Ordinance. Said regulations shall be administered and enforced by the Village of Sister Bay Zoning Administrator.

Sec. 66.0301 Zoning Map

A certified copy of the Zoning Map shall be adopted and approved as part of this chapter and shall bear upon its face the attestation of the Village President and the Village Clerk, and shall be available to the public in the office of the Village Clerk. Changes thereafter, to the general zoning districts, shall not become effective until entered and attested to on the certified copy and/or approved by the Village Board.

Sec. 66.0302 Use Restrictions

The following use restrictions and regulations shall apply:

(1) Principal Uses. Only those principal uses specified for a district, their essential services, and the following uses shall be permitted in that district.

(2) Accessory Uses. Accessory uses and structures are permitted in any district, but not until their principal structure is present or under construction. Residential accessory uses shall not involve the conduct of any business, trade, or industry, except home occupations and professional home offices as defined in this chapter.

(3) Conditional Uses. Conditional uses and their aAccessory uses require review, public hearing and approval by the Plan Commission in accord with the provisions of Sec. 66.1535 of this chapter.

(4) Temporary uses. The Following Are Examples of Temporary Uses that may be permitted by the Zoning Administrator, the Plan Commission Chair and/or the Village President for a period of fourteen (14) days or as hereinafter provided. Temporary use permits for longer periods of time may be issued by the Plan Commission after review of site and operation plans. Special requirements may be imposed, and are not limited to ensuring that there is sufficient parking, the provision of sanitary facilities, lighting, and hours of operation. No temporary use listed herein shall be conducted within the street right-of-way. Temporary uses permitted under this section may be allowed one temporary sign not to exceed twenty-four (24) square feet in area on one side and forty-eight (48) square feet in area on all sides; a Sign Permit is required, and the sign shall not be located in a public right-of-way. All buildings, tents, equipment, supplies and debris shall be removed from the site within 48 hours following the temporary activity.

(a) Temporary structures, including mobile home units, may be permitted in any business or institutional district. Such temporary structure may be used as a business, institutional or

professional office during or immediately prior to the construction of a permanent structure.

(b) Shelters for materials and equipment being used in the construction of a permanent structure or public utility may be permitted in any district. The Zoning Administrator or the Plan Commission may require that storage areas be screened to prevent a view of materials or equipment from adjacent properties.

(c) Farmers markets, flea markets, concerts and festivals may be permitted in the B-1, B-2 or B-3 Districts.

(d) Carnivals may be permitted in the B-1, B-2 or B-3 Districts.

(e) Christmas tree sales may be permitted in the B-1, B-2 or B-3 Districts for not more than forty-two (42) days.

(f) Unless authorized elsewhere in this chapter, the temporary sale of goods from a truck, trailer, mobile food vendor unit, table or tent shall only be permitted as part of a Festival Permit that has been authorized by the Village Board and/or the Parks, Properties & Streets Committee. Such permits must be obtained from the Village Clerk.

(g) Temporary tents that will be utilized to provide shade or shelter from the elements may be erected on privately owned property in the Village for no more than fifteen (15) days in a calendar year, as long as the property owner(s) obtain a Tent Permit from the Village Clerk, but the Wednesday before Columbus Day through the Wednesday after Fall Fest weekend will be excluded from any time limit calculations.

(h) A property owner may allow camping on their land for up to seventy-two (72) hours in a calendar year as long as bathroom facilities are available on the premise. The camping unit shall be removed from the property after each camping stay.

(i) Because it is difficult to enumerate all temporary uses that may occur in the Village, any other use which the Plan Commission finds to be similar to other temporary uses permitted in a given district that will not be disruptive to the neighborhood, and will not create a hazard to traffic in a neighborhood may be permitted. The Plan Commission may impose additional operational or construction conditions on such temporary uses when it is deemed necessary.

Sec. 66.0303 Site and Lot Restrictions

(1) Suitability. No land shall be used or structure erected where the land is unsuitable for such use or erection of such structure by reason of flooding, concentrated run-off, inadequate drainage, adverse soil or rock formations, unfavorable topography, low percolation rate or load bearing strength, erosion susceptibility, or any other feature likely to be harmful to the health, safety, prosperity, aesthetics, and general welfare of the community. The Village Zoning Administrator, in cooperation with the Village Engineer, shall, in applying the provisions of this section, recite in writing the particular facts upon which they base their conclusion that the land is not suitable for certain uses. The applicant shall have an opportunity to present evidence contesting such unsuitability if they so desire. Thereafter the Plan Commission may affirm, modify or withdraw the determination of unsuitability.

(2) Minimum Lot Sizes. Lots created after the adoption of the ordinance from which this chapter is derived shall meet the minimum area requirements for each District as defined in Secs. 66.0311 through 66.0331.

(3) Minimum Lot Width. The minimum lot width requirement shall apply at the building setback line and at the ordinary high-water mark.

(4) Lot Dimensional Standards. The dimensional standards for lots in each of the Zoning Districts in the Village are delineated in the tables that appear in the applicable sections of this Code.

(5) Public Improvements on Private Land Installed After Adoption of This Section of the Code. No Village Board approved public improvement on private land, installed after the adoption of this

section of the code, shall deem the lot non-conforming in size as a result of the public improvement, nor shall any publicly installed impervious surface be counted toward the impervious surface or green space limitations in this code.

(6) Substandard Lots. Any lot that does not meet the required lot width and area requirements of this chapter, but is at least 65' in width at the building line and 10,000 square feet in area as of November 16, 1973, shall be considered an individual parcel for the purposes of this chapter and may be utilized for development provided all setback and green space requirements can be satisfied.

(7) Public Streets. All lots shall abut upon a public street, and each lot shall have a minimum lot width measured at the street setback line as specified in each district, but that width may not be less than 65 feet. The required minimum lot width shall be maintained for at least 30 feet beyond the street setback line for construction of the principal structure.

(8) Principal Structure Location. All principal structures shall be located on a lot; and only one principal structure shall be located, erected or moved onto a lot in single-family residential districts. The Plan Commission may permit more than one structure per lot in other districts where more than one structure is needed for the orderly development of the parcel. Where additional structures are permitted, the Plan Commission may impose additional yard requirements, landscaping requirements or parking requirements, or require a minimum separation distance between principal structures.

(9) Lots Abutting Other Districts. Lots abutting more restrictive district boundaries shall provide side and rear yards not less than those required in the more restrictive abutting district. The street yards on the less restrictive district shall be modified for a distance of not more than 60 feet from the district boundary line so that the street yards are equal to the average of the street yards required in both districts.

(10) Buffer Yard. A buffer yard shall be created and maintained around all business districts which abut upon residential districts and/or which are adjacent to limited access arterial streets and highways which abut upon residential districts. The Plan Commission may also require a buffer yard around business districts abutting Park and Institutional Districts. Buffer yards shall be a minimum of 20 feet in width; shall be in addition to the required street yards, side yards, and rear yards; and shall, if composed entirely of plant materials, be of sufficient initial depth and height, and comprised of such varieties of plants as to provide adequate visual screening within no more than two (2) years and during all seasons of the year.

(a) Where architectural walls or fences are used, sufficient landscaping shall be used in conjunction with such wall or fence to create an attractive view from the residential side, and all walls and fences shall be maintained in a structurally sound and attractive condition. Any architectural wall or fence shall be not less than 6 feet in length nor more than 6 feet in height. All landscaping shall be maintained by the owner or operator to the satisfaction of the Zoning Administrator. Where the land adjacent to the buffer yard is a parking lot, the buffer yard shall be sufficient to prevent the penetration of headlight glare. Overhead lighting installed in or adjacent to a buffer yard shall not throw any rays onto adjacent residential properties.

(b) No signs shall be permitted on or in any part of the buffer yard.

(11) Structures Not Buildings. Structures that are not considered buildings and which are 6 inches or more in height from the surface of the ground shall be subject to the setback and other dimensional requirements of this chapter. Excluded are fences up to 6 feet in height, and public utility poles and signs, except where provisions of this chapter specifically apply. For the purposes of this chapter, decks, tennis courts, parking lots, outdoor seating for taverns or general restaurants, fast food restaurants, drive-in restaurants and take-out restaurants, swimming pools (above-ground and in-ground), basketball courts and other similar uses shall be considered

structures, shall require a permit, and shall be subject to the yard and setback requirements for accessory buildings.

Sec. 66.0304 Setback Requirements from the Water

For lots that abut on navigable waters, there shall be setbacks from the ordinary high-water mark of such waters.

(1) Setback from Ordinary High Water Mark. Except as restricted in NR 117, Shoreland-Wetland areas, and except as allowed in (2) below, all portions of a structure shall be located at least 50 feet from the ordinary high water mark.

(2) Exceptions.
- (a) Decks are allowed provided they do not extend waterward more than twenty percent (20%) of the required setback and no trees are removed to accommodate the erection of the deck.
- (b) (Boathouses shall not project waterward beyond the ordinary high-water mark.)
- (c) Stairways, elevated walkways, ramps, lifts, fences, flagpoles, piers, and boat hoists.
- (d) Utility poles, lines and related equipment without permanent foundations.
- (e) Structures not buildings exempt from setbacks per Sec. 66.0303(9).
- (f) Signs as permitted starting with Sec. 66.0701.

(3) Parking lots. Parking lots shall be set back at least 125 feet from all points along the ordinary high-water mark of Green Bay.

Sec. 66.0305 Reduction

No lot, yard, parking area, building area or other space shall be reduced in area or dimension so as not to meet the provisions of this chapter.

Sec. 66.0306 Additions

Additions in the front yard of existing structures shall not project beyond the required setback for the district in which they are located, subject to the limitations for averaging front setbacks as set forth below.

Sec. 66.0307 Special Setback Requirements

(1) Average Front Setbacks. The required front setback shall not be decreased below the minimum setback for the district in which it is located.

(2) Corner Lot Setbacks. On a vacant through or corner lot, either of the lot lines abutting the street right-of-way lines may be established as its front lot line, except that where two or more through lots are contiguous and a front lot line has been duly established, the same street lot line shall thereafter be deemed to be the front lot line of all such contiguous lots. On a through lot, a front yard shall be provided along any lot line abutting a street. On a corner lot, the owner has the option of designating a side yard and a rear yard of the two remaining yards after the front yard and side yard abutting a street have been identified; as long as one is at least equal to the required side setback and the other is at least equal to the required rear setback.

(3) Double Frontage Lot. Structures on lots abutting two opposite streets shall be provided with a front setback and a rear setback. The Zoning Administrator shall select where the front setback shall be applied and where the rear setback shall be applied in a manner that prohibits access to a double frontage lot from arterial streets. The selected front setback area shall be required to comply with the front setback requirements for the district in which the lot is located. The selected rear setback area shall be required to comply with the rear setback requirements for the district in which the lot is located, and the rear setback area shall be screened from arterial streets with fencing or landscaping, as may be appropriate. Accessory structures may be placed in the designated rear setback area, but shall be located no closer to the street right-of-way than the required setback for accessory structures.

(4) Large Project Setbacks. The Plan Commission may establish the front yard, side yard, street yard, and rear yard setbacks for projects built in the R-2 District, all PUD projects, and projects involving multiple buildings on a single parcel in the B-1 District. The various setbacks shall complement the adjacent properties' setbacks.

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SECTION 66.0311 – R1 SINGLE FAMILY RESIDENCE DISTRICT

Sec. 66.0311 R-1 Single-Family Residence District

The Single-Family Residence (R-1) District is intended to provide a pleasant, safe, and quiet residential environment of moderate density (minimum 20,000 square foot lots) free from traffic hazards or public annoyances. The district is only allowed in areas where public sewer and water services are available.

(1) Permitted Uses.
- (a) Single-family dwellings, including short-term rentals.
- (b) Licensed community and other living arrangements, which have a capacity for eight (8) or fewer persons, subject to the limitations set forth in Wis. Stats. §62.23(7)(i).
- (c) Public parks.
- (d) Essential services, municipal buildings and facilities.

(2) Permitted Accessory Uses.

[See Sec. 66.0501, Accessory Uses and Structures]
- (a) Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. *[See Sec. 66.0501(4)]*
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses.
- (a) Bed and breakfast establishments as provided for in Wis. Stats. §50.51(b) and Chapter HSS 197 of the Wisconsin Administrative Code, or its successor code.
- (b) Licensed community and other living arrangements, which have a capacity of at least nine (9) persons.
- (c) Private parks and playgrounds.
- (d) Utility substations, municipal wells, pumping stations and towers; provided that those structures are a minimum of 50 feet from any side or rear lot line.
- (e) Solar energy collectors erected as an accessory structure.
- (f) Utilities requiring a building.
- (g) Antennas over 35 feet tall.
- (h) Accessory structures in the front yard.

(4) Dimensional Lot Standards.

R-1 District Dimensional Lot Standards Table		
Lot	Minimum Area	20,000 square feet
	Minimum Width (interior lot)	75 feet
	Minimum Width (corner lot)	110 feet
	Minimum Green Space	50% of lot must be left as green space
Structural Standards		
	Maximum Height	35 feet
	Minimum Width	24 feet [1]
	Minimum Floor Area (one bedroom)	900 square feet

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	Minimum Floor Area (two bedrooms)	1,000 square feet
	Minimum Floor Area (three or more bedrooms)	1,200 square feet
Accessory Structures	Maximum Height	35 feet, but shall not exceed height of principal structure
Minimum Setbacks		
Principal Structure	Front Yard (on public street)	70 feet from centerline of street right-of-way
	Front Yard (not on public street)	40 feet from edge of easement or edge of pavement
	Side Yard	10 feet one side; 25 feet total [2]
	Rear Yard	40 feet
Accessory Structures	Side Yard	10 feet one side; 25 feet total [2]
	Rear Yard	40 feet

1. Excluding attached garages.
2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line

(5) Building Design Standards.

(a) The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry-type veneer or other similar materials.

(b) All principal residential buildings shall be placed on, and be attached to a permanently enclosed foundation in accord with the standards set forth in Wis. Stats. §70.043(1) and Chapter ILHR 21 of the Wisconsin Administrative Code, or its successor code.

(6) Other Architectural Standards.

(a) The Plan Commission shall approve the style and exterior design of dwellings in a development. The developer shall designate specific lots for certain building designs to ensure that no two adjacent dwelling units/buildings will look identical.

(b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of that wall shall project or recess at a minimum depth of 3%, and there must be a change in the materials and texture utilized, or a permanent architectural feature must be provided.

(c) A detached garage shall be visually compatible and complementary to the residential building it serves, and it shall be designed and oriented to minimize the visual effect of the scale or mass of the garage. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berms, architectural features, building materials, and/or orientation.

(d) Attached garages for single family homes shall be designed and oriented so that they do not dominate the front facade of the building to which they are attached.

(e) Street trees shall be planted by the property owner along all existing and new public rights-of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is longer than 100 feet, trees shall also be planted along at least one side of such driveway at the rate specified. All tree species shall be approved by the Zoning Administrator and the Plan Commission Chair.

(f) All dwelling units must be served by public streets and not private roads. In the R-1 District all driveways must be paved from the edge of abutting street pavement to the edge of the right-of-way or easement.

SECTION 66.0312 – R-2 MULTIPLE-FAMILY RESIDENCE DISTRICT

Sec. 66.0312 R-2 Multiple-Family Residence District

The Multiple-Family Residence (R-2) District is intended to provide a housing area less spacious than the R-1 District by allowing multiple-family residences to be mixed with single-family residences and certain forms of institutional housing arrangements. The district is only allowed in areas where public sewer and water services are available.

(1) Permitted Uses.
- (a) Single-family dwellings, including short-term rentals.
- (b) Licensed community and other living arrangements, which have a capacity for eight or fewer persons, subject to the limitations set forth in Wis. Stats. §62.23(7)(i).
- (c) Public parks.
- (d) Essential services, municipal buildings and facilities.
- (e) Residential condominiums, and multiple family dwelling units.
- (f) Boarding houses.
- (g) Licensed family day care homes subject to the regulations set forth in Wis. Stats. §48.65.
- (h) Duplexes.

(2) Permitted Accessory Uses.

[*See Sec. 66.0501, Accessory Uses and Structures]*
- (a) Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. *[See Sec. 66.0501(d)]*
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above-mentioned permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses.
- (a) Bed and breakfast establishments as provided for in Wis. Stats. §50.51(b) and Chapter HSS 197 of the Wisconsin Administrative Code, or its successor code.
- (b) Licensed community and other living arrangements which have a capacity of at least nine (9) persons.
- (c) Private parks and playgrounds.
- (d) Utility substations, municipal wells, pumping stations and towers shall be a minimum of 50 feet from any side or rear lot line.
- (e) Solar energy collectors erected as an accessory structure.
- (f) Utilities requiring a building.
- (g) Antennas over 35 feet tall.

(4) Dimensional Lot Standards.

R-2 District Dimensional Lot Standards Table		
Lot	Minimum Area	20,000 square feet
	Minimum Width (interior lot)	75 feet
	Minimum Width (corner lot)	110 feet
	Minimum Green Space	40% of lot must be left as green space
Structure Standards		
Principal Structure	Maximum Height	35 feet
	Minimum Width	24 feet [1]

	Minimum Floor Area (one bedroom)	900 square feet
	Minimum Floor Area (two bedrooms)	1,000 square feet
	Minimum Floor Area (three or more bedrooms)	1,200 square feet
Minimum Setbacks		
Principal Structure	Front Yard (on public street)	60 feet from the centerline of street right-of-way
	Front Yard (not on public street)	40 feet from edge of easement or edge of pavement
	Side Yard	10 feet one side; 25 feet total [2]
	Rear Yard	30 feet
Accessory Structures	Side Yard	10 feet one side; 25 feet total [2]
	Rear Yard	30 feet
1. Excluding attached garages. 2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line.		

(5) Building Design Standards.

(a) The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry-type veneer or other similar materials.

(b) All principal residential buildings shall be placed on, and be attached to a permanently enclosed foundation in accord with the standards set forth in Wis. Stats. §70.043(1) and Chapter ILHR 21 of the Wisconsin Administrative Code, or its successor code.

(6) Unit Densities. The maximum dwelling unit density shall be six (6) units per acre. The Plan Commission may modify the density standard by a ¾-majority vote of the Commissioners, but only if supplemental design elements or improvements are incorporated into the project which compensate for the increased density.

(7) Other Architectural Standards.

(a) The Plan Commission shall approve the style and exterior design of all buildings in R-2 projects. The developer shall designate specific lots for certain building designs to ensure that no two adjacent dwelling units/buildings shall look identical.

(b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of that wall shall project or recess at a minimum depth of 3%, and there must be a change in the materials and texture utilized, or a permanent architectural feature must be provided.

(c) A detached garage shall be visually compatible and complementary to the residential building it serves, and it shall be designed and oriented to minimize the visual effect of its scale or mass. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berms, architectural features, building materials, and/or orientation.

(d) In the R-2 District, attached garages for multi-family developments shall be designed and oriented so that they do not dominate the front facade of the building to which they are attached. Attached garages shall not occupy more than 30% of the front facade of the building. Not more than six (6) garage doors may appear on any multifamily building facade containing front doors, and the plane along such garage doors shall be broken by an offset of at least 2 feet if more than two (2) garage doors are in a row.

(e) Sidewalks not less than 3 feet in width shall be provided to all building entrances connecting the building to the required parking areas or driveways.

(f) If a sidewalk exists along the public street(s) abutting the lot, then a sidewalk(s) shall be provided connecting all the buildings to the public street.

(g) Street trees shall be planted by the property owner along all existing and new public rights-of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is longer than 100 feet, trees shall also be planted along at least one side of such driveway at the rate specified. All tree species shall be approved by the Plan Commission.

(h) All dwelling units must be served by public streets and not private roads. In the R-2 district, all driveways and parking spaces must be paved.

SECTION 66.0313 – R-3 LARGE LOT RESIDENCE DISTRICT

Sec. 66.0313 R-3 Large Lot Residence District

The Large Lot Residence (R-3) District is intended to accommodate the development of residential uses in a manner which protects the natural environment and reflects the open, country character of development found at the fringe of the community. This district is intended to be utilized in areas of the Village not served by public sewer and water and where future higher density residential and business development is not planned.

(1) Permitted Uses.
- (a) Single-family dwellings, including short-term rentals.
- (b) Licensed community and other living arrangements, which have a capacity for eight (8) or fewer persons, subject to the limitations set forth in Wis. Stats. §62.23(7)(i).
- (c) Public parks.
- (d) Essential services, municipal buildings and facilities.

(2) Permitted Accessory Uses.

[See Sec. 66.0501, Accessory Uses and Structures]
- (a) Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. *[See Sec. 66.0501(4)]*
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses.
- (a) Bed and breakfast establishments as provided for in Wis. Stats. §50.51(b) and Chapter HSS 197 of the Wisconsin Administrative Code, or its successor code.
- (b) Licensed community-based residential living facilities, which have a capacity of at least sixteen (16) but no more than twenty (20) persons.
- (c) Licensed family day care homes subject to the regulations set forth in Wis. Stats. §48.65.
- (d) Private parks and playgrounds.
- (e) Utility substations, municipal wells, pumping stations and towers shall be a minimum of 50 feet from any side or rear lot line.
- (f) Solar energy collectors erected as an accessory structure.
- (g) Utilities requiring a building.
- (h) Parking of a semi-tractor or other large trucks in accord with Sec. 66.0405(b).
- (i) Antennas over 35 feet tall.
- (j) Keeping and raising of non-domestic animals incidental to the principal use of the premises may be permitted, on a non-commercial basis, subject to the following limitations: *1310)*
  1. No endangered species, exotic species or wild animals shall be permitted.
  2. No hoofed animals or roosters are permitted.
  3. No more than six (6) poultry/fowl per five acres.
  4. No more than six (6) fur bearing animals per five acres.
  5. The progeny of permitted non-domestic animals, which exceed the permitted number, may remain on the property for up to nine (9) months.
  6. All non-domestic animals shall be housed or confined a minimum of at least 100 feet from all property lines.

7. All structures, fences, coops or yards where non-domestic animals are kept shall be maintained in a clean and sanitary manner; devoid of rodents and vermin and free of objectionable odors.
8. The Plan Commission may establish further restrictions on animals that create excessive noise.

(5) Dimensional Lot Standards.

R-3 District Dimensional Lot Standards Table		
Lot	Minimum Area	5 acres
	Minimum Width (interior lot)	300 feet
	Minimum Width (corner lot)	90 feet
	Minimum Green Space	80% of the lot must be left as green dpace
Structure Standards		
Principal Structure	Maximum Height	35 feet
	Minimum Width	24 feet [1]
	Minimum Floor Area (one bedroom)	900 square feet
	Minimum Floor Area (two bedrooms)	1,000 square feet
	Minimum Floor Area (three or more bedrooms)	1,200 square feet
Minimum Setbacks		
Principal Structure	Front Yard (on public street)	80 feet from centerline of street right-of-way
	Side Yard	10 feet one side; 25 feet total [2]
	Rear Yard	50 feet
Accessory Structures	Side Yard	10 feet one side; 25 feet total [2]
	Rear Yard	50 feet

1. Excluding attached garages.
2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line.

(6) Building Design Standards.

(a) The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry-type veneer or other similar materials.

(b) All principal residential buildings shall be placed on, and be attached to, a permanently enclosed foundation in accord with the standards set forth in Wis. Stats. §70.043(1) and Chapter ILHR 21 of the Wisconsin Administrative Code, or its successor code.

(7) Other Architectural Standards.

(a) The Plan Commission shall approve the style and exterior design of dwellings in a development. The developer shall designate specific lots for certain building designs to ensure that no two adjacent dwelling units/buildings shall look identical.

(b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of that wall shall project or recess at a minimum depth of 3%, and there must be a change in the materials and texture utilized, or a permanent architectural feature must be provided.

(c) A detached garage shall be visually compatible and complementary to the residential building it serves. It shall be designed and oriented to minimize the visual effect of the scale or mass of the garage. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berms, architectural features, building materials, and/or orientation.

(d) In the R-3 District attached garages for single family homes shall be designed and oriented so that they do not dominate the front facade of the building to which they are attached.

(b) Street trees shall be planted by the property owner along all existing and new public rights-of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is longer than 100 feet, trees shall also be planted along at least one side of such driveway at the rate specified. All tree species shall be approved by the Zoning Administrator and the Plan Commission Chair.

(f) All dwelling units must be served by public streets. In the R-3 District all driveways must be paved from the edge of abutting street pavement to the edge of the right-of-way or easement.

SECTION 66.0314 – R-4 SMALL LOT RESIDENCE DISTRICT

Sec. 66.0314 R-4 Small Lot Residence District

The Small Lot Residence (R-4) District is intended to provide a pleasant, safe and quiet residential environment for workforce housing. This district is only allowed as a PUD where it is demonstrated that the development will provide housing for individuals working full time within the area served by the Gibraltar School District who meet the standards as established for Door County. The district is only allowed in areas where public sewer and water services are available.

(1) Permitted Uses.
- (a) Single-family dwellings.
- (b) Public parks.
- (c) Essential services, municipal buildings and facilities.
- (d) The R-4 Zoning District shall consist of single family, duplex, townhouse and apartment dwelling units or any combination thereof at a percentage mix as permitted by the Plan Commission. Transient housing is not permitted.
- (e) Licensed community and other living arrangements, which have a capacity for eight (8) or fewer persons, subject to the limitations set forth in Wis. Stats. §62.23(7)(i).

(2) Permitted Accessory Uses.

[See Sec. 66.0501, Accessory Uses and Structures]

(a) Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.

(b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.

(c) Home occupations and professional home offices. *[See Sec. 66.0501(4)]*

(d) Solar collectors attached to the principal structure.

(e) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses.
- (a) Private parks and playgrounds.
- (b) Utility substations, municipal wells, pumping stations and towers [Must be a minimum of 50 feet from any side or rear lot line.]
- (c) Solar energy collectors erected as an accessory structure.
- (d) Utilities requiring a building.
- (e) Antennas over 35 feet tall.
- (f) Licensed community based residential living facilities, which have a capacity of at least sixteen (16) but no more than twenty (20) persons.

(4) Dimensional Lot Standards.

R-4 District Dimensional Lot Standards Table		
Lot	Minimum Area	5000 square feet
	Minimum Width (interior lot)	60 feet
	Minimum Width (corner lot)	75 feet
	Minimum Green Space	20% of lot must be left as green space
Structure Standards		
Principal Structure	Maximum Height	35 feet
	Minimum Width	24 feet [1]
	Minimum Floor Area (one bedroom)	700 square feet

Principal Structure	Minimum Floor Area (two bedrooms)	900 square feet
	Minimum Floor Area (three or more bedrooms)	1,000 square feet
Accessory Structures	Maximum Height	Shall not exceed height of principal structure
Minimum Setbacks		
Principal Structure	Front Yard (on public street)	10 feet from furthest extension to right-of-way (e.g. the porch); 20 feet from the wall to right-of-way
	Front Yard (not on public street)	20 feet from edge of road easement; if no easement, measured from edge of pavement
	Side Yard (from wall)	8 feet one side; 16 feet total
	Rear Yard	25 feet
Accessory Structures	Side Yard, Accessory Structure <120 Square Feet	5 feet one side; 20 feet total
	Side Yard, Accessory Structure >120 Square Feet	8 feet one side; 16 feet total
	Rear Yard	15 feet
1. Excluding attached garages. 2.		

(5) Building Design Standards.

(a) The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry-type veneer or other similar materials.

(b) All principal residential buildings shall be placed on, and be attached to a permanently enclosed foundation in accord with the standards set forth in Wis. Stats. §70.043(1) and Chapter ILHR 21 of the Wisconsin Administrative Code, or its successor code.

(6) Other Architectural Standards.

(a) The Plan Commission shall approve the style and exterior design of dwellings in a development. The developer shall designate specific lots for certain building designs to ensure that no two adjacent dwelling units/buildings shall look identical.

(b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of that wall shall project or recess at a minimum depth of 3%, and there must be a change in the materials and texture utilized, or a permanent architectural feature must be provided.

(c) A detached garage shall be visually compatible and complementary to the residential building it serves. It shall be designed and oriented to minimize the visual effect of the scale or mass of the garage. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berms, architectural features, building materials, and/or orientation.

(d) In the R-4 District, attached garages for multifamily developments shall be designed and oriented so that they do not dominate the front facade of the building to which they are attached. Attached garages shall not occupy more than 30% of the front facade of the building. Not more than six (6) garage doors may appear on any multifamily building facade containing front doors, and the plane along such garage doors shall be broken by an offset of at least 2 feet if more than two garage doors are in a row.

(e) Sidewalks not less than 3 feet in width shall be provided to all building entrances connecting the building to the required parking areas or driveways.

(f) If a sidewalk exists along the public street(s) abutting the lot, then a sidewalk(s) shall be provided connecting all the buildings to the public street.

(g) Street trees shall be planted by the property owner along all existing and new public rights-of-way at a rate of at least one (1) tree per 40 feet. If a driveway leading to the parking area is longer than 100 feet, trees shall also be planted along at least one (1) side of such driveway at the rate specified. All tree species shall be approved by the Plan Commission.

(h) All dwelling units must be served by public streets and not private roads. In the R-4 District, all driveways and parking spaces must be paved.

SECTION 66.0315 – CS-1 COUNTRYSIDE DISTRICT

Sec. 66.0315 CS-1 Countryside District

The Countryside (CS-1) District provides for the continuation of low-density residential housing and general, non-intensive, agricultural and related use in those areas suited to farming. The intent is to conserve areas with adequate soil types, drainage and topography for low-density residential use and to preserve the rural landscape from an uneconomical scattering of residential development in such areas. This district may appear as a residential land use on the comprehensive plan's Future Land Use Map.

(1) Permitted Uses.
- (a) Single-family dwellings, including short-term rentals.
- (b) Licensed community-based residential living facilities, which have a capacity for eight (8) or fewer persons, subject to the limitations set forth in Wis. Stats. §62.23(7)(i).
- (c) Public parks.
- (d) Essential services, municipal buildings and facilities.
- (e) General farming, including but not limited to apiculture, floriculture, forage crop production, forestry, grain production, grazing, orchards, vineyards and truck farming.
- (f) Horse stables.
- (g) Tree farms and woodlots.
- (h) Existing dwellings not accessory to any farm operation or a dwelling remaining after farm consolidation.
- (i) Indoor institutional uses.
- (j) Churches.
- (k) Keeping and raising of domestic stock for agribusiness, show, breeding, boarding, or other purposes incidental to the principal use of the premises shall be limited to no more than three (3) non-domestic animals per acre.

(2) Permitted Accessory Uses.

[See Sec. 66.0501, Accessory Uses and Structures]
- (a) Detached garages and storage sheds. Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. *[See Section 66.0501(4)]*
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and Plan Commission Chair.
- (h) One roadside stand, no larger than 200 square feet in area, for the sale of farm products produced on the premises. Any such stand shall conform to the farm stand setbacks set forth in Sec. 66.0315(6)(a) and to the sign, parking and other provisions of this Zoning Code.

(3) Conditional Uses.
- (a) Assembly Halls.
- (b) Bed and breakfast establishments as provided for in Chapter HSS 197 of the Wisconsin Administrative Code, or its successor code.
- (c) Licensed community and other living arrangements, which have a capacity of at least sixteen (16) but no more than twenty (20) persons.
- (d) Licensed family day care homes subject to the regulations set forth in Wis. Stats. §48.65.
- (e) Private parks and playgrounds.

(f) Utility substations, municipal wells, pumping stations and towers shall be a minimum of 50 feet from any side or rear lot line.
(g) Solar energy collectors erected as an accessory structure.
(h) Utilities requiring a building.
(i) Parking of a semi-tractor or other large trucks in accord with Sec. 66.0405(2).
(j) Antennas over 35 feet tall.
(k) Private educational or non-animal nature study areas.
(l) Garden plots for rent.
(m) Permanent retail establishments designed for the selling of fruits, vegetables and selected farm products in stands exceeding 200 square feet in area.
(n) Transmitting towers, receiving towers, and relay and microwave towers without broadcast facilities or studios.
(o) Indoor and outdoor recreation.
(p) Kennels.
(q) Utilities requiring a building.
(r) One roadside stand, larger than 200 square feet in area, for the sale of farm products. Any such stand shall conform to the farm stand setbacks set forth in Sec. 66.0315(6)(a) and to the sign, parking and other provisions of this Zoning Code.
(s) Agritourism Operations.

(4) Dimensional Lot Standards.

CS-1 District Dimensional Lot Standards Table		
Lot	Minimum Area	10 acres
	Minimum Width	300 feet
	Minimum Green Space	90% of lot shall be left as green space
Structure Standards		
Principal Structure	Maximum Height	35 feet
	Minimum Width	24 feet [1]
	Minimum Floor Area (one bedroom)	900 square feet
	Minimum Floor Area (two bedrooms)	1,000 square feet
	Minimum Floor Area (three or more bedrooms)	1,200 square feet
Minimum Setbacks		
Principal Structure	Front Yard (farm buildings)	50 feet from centerline of street right-of-way
	Front Yard (all other buildings)	80 feet from edge of easement or edge of pavement
	Side Yard	10 feet one side; 25 feet total [2]
	Side Yard (churches)	100 feet
	Rear Yard	50fFeet
Accessory Structures	Side Yard	10 feet one side; 25 feet total [2]
	Side Yard (churches)	100 feet
	Rear Yard	50 feet

1. Excluding attached garages.
2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line.

(5) Building Design Standards.
(a) The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry-type veneer or other similar materials.

(b) All principal residential buildings shall be placed on, and be attached to a permanently enclosed foundation in accord with the standards set forth in Wis. Stats. §70.043(1) and Chapter ILHR 21 of the Wisconsin Administrative Code, or its successor code.

(6) Special Requirements.

(a) Farm stands shall be setback at least 10 feet from all property lines.

(b) Buildings that house farm animals, including horses, shall be setback at least 100 feet from the nearest residential property line and from any navigable water.

(c) Indoor institutional use buildings shall be setback a minimum of at least 50 feet from residentially zoned property.

(d) All kennels shall be screened from all sides and shall be a minimum of at least 200 feet from the side and year yard. All animals shall be kept indoors from 9:00 P.M. to 7:00 A.M.

(e) The minimum lot size for a horse stable shall be five (5) acres.

(7) Other Architectural Standards.

(a) The Plan Commission shall approve the style and exterior design of dwellings in a development. The developer shall designate specific lots for certain building designs to ensure that no two adjacent dwelling units/buildings shall look identical.

(b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of that wall shall project or recess at a minimum depth of 3%, and there must be a change in the materials and texture utilized, or a permanent architectural feature must be provided.

(c) A detached garage shall be visually compatible and complementary to the residential building it serves. It shall be designed and oriented to minimize the visual effect of the scale or mass of the garage. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berms, architectural features, building materials, and/or orientation.

(d) Street trees shall be planted by the property owner along all existing and new public rights-of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is longer than 100 feet, trees shall also be planted along at least one side of such driveway at the rate specified. All tree species shall be approved by the Zoning Administrator and the Plan Commission Chair.

(e) All dwelling units must be served by public streets and not private roads.

(f) In the CS-1 District all driveways must be paved from the edge of abutting street pavement to the edge of the right-of-way or easement.

1

SECTION 66.0320 – B-1 GENERAL BUSINESS DISTRICT

Sec. 66.0320 B-1 General Business District

The General Business (B-1) District is intended to provide areas for attractive and accessible groupings of business, commercial, office and other general retail uses in convenient locations outside of the Downtown Business (B-3) District. This section provides standards for the orderly improvement and development within the General Business District based on the following principles:

- Development that is consistent with the natural environment.
- Development that maintains the Village's traditional small town appearance, in which its housing, shops, work places, parks and civic facilities co-exist in relative harmony.
- Development that balances the needs of a resort town and a residential Village.
- Designs that meet the architectural standards and enhance the Village's historic architecture. *[See Section 4000 (Architectural Guide]*

(1) Permitted Uses.

(a) Automotive body and mechanical repair. *[See Sec. 66.0320(7)]*

~~(a)~~(b) Auto sales and service.
~~(b)~~(c) Banks/financial institutions.
~~(c)~~(d) Barber shops, beauty salons and spas.
~~(d)~~(e) Bed and breakfasts.
~~(e)~~(f) Boat sales and service.
~~(f)~~(g) Catering services.
~~(g)~~(h) Churches.
~~(h)~~(i) Cinemas, theaters or performance halls.
~~(i)~~(j) Commercial laundries.
~~(j)~~(k) Dance studios.
~~(k)~~(l) Funeral homes.
~~(l)~~(m) Gasoline service stations.
~~(m)~~(n) Group day care centers.
~~(n)~~(o) Condominium Hotels/Motels and/or Hotel/Motel Condominiums.
~~(o)~~(p) Hotels/motels.
~~(p)~~(q) Indoor institutional uses.
~~(q)~~(r) Infrastructure essential services.
~~(r)~~(s) Information centers.
~~(s)~~(t) Lawn and garden centers.
~~(t)~~(u) Licensed massage therapy and body work facilities as certified by the State.
~~(u)~~(v) Light industrial food preparation, manufacturing, processing and assembly, packaging, storage and distribution.
~~(v)~~(w) Construction supply centers.
~~(w)~~(x) Marinas.
~~(x)~~(y) Medical, dental, cosmetic and optical clinics.
~~(y)~~(z) Municipal buildings.
~~(z)~~(aa) Municipal utility facilities.
~~(aa)~~(bb) Parks.
~~(bb)~~(cc) Physical fitness centers.
~~(cc)~~(dd) Professional offices.
~~(dd)~~(ee) Public parking lots.
~~(ee)~~(ff) Radio and television studios.

Commented [BA1]: Updated zoning code to include 'automotive body and mechanical repairs' to B-1 District.

~~(ff)~~(gg) Restaurants. *[See Sec. 66.0350]*
~~(gg)~~(hh) Retail general uses.
~~(hh)~~(ii) Self-service laundries and dry-cleaning facilities.
~~(ii)~~(jj) Single family housing in existence as of January 1, 2007; said housing can be utilized as a short-term rental.
~~(jj)~~(kk) Taverns and/or cocktail lounges.
~~(kk)~~(ll) Trade and contractor suppliers' offices and supply centers.
~~(ll)~~(mm) Travel agencies.
~~(mm)~~(nn) Video productions.

(2) Permitted Accessory Uses.

[See Accessory Uses and Structures – Sec. 66.0501]

(a) Outdoor Displays. *[See Sec. 66.0506]*
(b) Solar collectors attached to the principal structure.
(c) One single-family dwelling or a non-transient residential unit, located on the same property as the business. The on-site parking required for the accessory residential unit must be available on site.

(3) Conditional Uses.

(a) Apartments. *[See Sec. 66.0320]*
(b) Assembly Halls.
(c) Commercial recreation facilities (indoor and outdoor), such as arcades, bowling alleys, clubs, dance halls, driving ranges, gymnasiums, health clubs, miniature golf facilities, pool and billiard halls and indoor skating rinks.
(d) Flea Markets (limited to 12 days outdoors in any calendar year).
(e) Solar energy as an accessory structure.
(f) Non-Village utility facilities.
(g) Light assembly, light manufacturing and related activities.
(h) Seasonal employee housing. *[See Sec. 66.0320(5)(b)]*
(i) Storage. *[See Sec. 66.0320(5)(a)]*
(j) Outdoor entertainment facilities.
(k) Mobile Food Vendor Courts. *[See Sec. 66.0320(6)]*

(4) Dimensional Lot Standards.

B-1 District Dimensional Lot Standards Table		
Lot Served by Public Sewer [1]	Minimum Area	20,000 square feet
	Minimum Width (interior lot)	60 feet
	Minimum Width (corner lot)	110 feet
Lot Served by Public Sewer [1]	Minimum Green Space	20% of lot shall be left as green space
Lot Not Served by Public Sewer [1]	Minimum Area	25,000 square feet
	Minimum Width (interior lot)	100 feet
	Minimum Width (corner lot)	110 feet
Lot Not Served by Public Sewer [1]	Minimum Green Space	20% of lot shall be left as green space
Structure Standards		
Principal Structure	Maximum Height	35 feet

Minimum Setbacks		
Principal Structure	Front Yard (on public streets)	45 feet from centerline of street right-of-way
	Front Yard (not on public street)	40 feet from edge of easement or edge of pavement
	Side Yard	10 feet [2] - the setback area must be green space
	Rear Yard	20 feet - the setback area must be green space
Accessory Structures	Front Yard (on public street) [3]	45 feet from centerline of street right-of-way
	Front Yard (not on public street) [3]	40 feet from edge of easement or edge of pavement
	Side Yard	10 feet [2] - the setback area must be green space
	Rear Yard	20 Feet - the setback area must be green space

1. Lots shall have sufficient area and width for the principal structure(s) and its accessory structures, off-street parking and loading areas, and required setbacks.
2. May be increased by Village Engineer in order to accommodate required grading between properties.
3. Accessory structures located in front yard require a conditional use permit.

(5) Special Standards. This section supplements the standards contained in Sec. 66.0320(4) and provides standards for the following land uses in order to control the scale and compatibility of those uses within the B-1 District.

(a) *Conditional Use Permits For Storage Buildings.* At a minimum the Plan Commission shall apply the following standards when considering a Conditional Use Permit for storage buildings. The minimum space for a storage unit will be 1500 square feet, and the buildings containing the units must be constructed of non-metal materials other than doors and windows. A storage building shall not contain more than four storage units. Real or false windows must be installed on the exterior facing walls to reduce the long blank wall appearance, and the buildings shall be set back a minimum of 250 feet from the centerline of State Highways 42 and/or 57 and screened from the highway by other buildings. The storage spaces may be for actual storage or to allow the owner or occupant to work within the storage building for the purposes of maintaining their belongings such as autos, boats and other belongings. Prior to the time that an Occupancy Permit will be issued, the buildings must be equipped with fire sprinklers. No overnight storage or parking of materials, vehicles, etc. outside is permitted, and none of the overhead doors shall be visible from an adjacent residential property.

(b) *New Apartment Buildings in Which Seasonal and Year-Round Employee Housing Will Be Provided.* New apartment buildings in which seasonal and year-round employee housing will be provided must comply with the building height and area standards as well as the unit density requirements of the R-2 District and the other requirements for that District, including the fact that the property must be served by public sewer and water. *[See Sec. 66.0312]* The conversion of existing commercial buildings into apartments that will be utilized for seasonal as well as year-round employee housing must also comply with the parking requirements for the R-2 District. As part of the conversion of an existing commercial building to one of the listed uses above, if any building addition(s) are constructed at that time or in the future, the building addition(s) is/are subject to the building height and area standards as well as the unit density requirements of the R-2 District *[See Sec. 66.0312]*, as well as the other applicable requirements as exist.

(6) Mobile Food Vendor Courts. In the B-1 Zoning District mobile food vendor courts shall be allowed, provided the following conditions can be satisfied:

(a) A lot hosting a mobile food vendor court shall be at least 20,000 square feet in area.

(b) To avoid congestion or hazardous intersections and accesses, only approved public road access points shall be used to access a mobile food vendor food court. Private access may be allowed by a three-quarter (3/4) majority vote of the Plan Commission.

(c) The mobile food vendor court parking and driving areas shall be paved and the site designed for proper storm water runoff.

(d) To avoid overcrowding, the maximum density for the mobile food vendor court shall not exceed one vendor per every 4,500 square feet of lot area.

(e) To account for pedestrian safety and customer waiting lines and foot traffic, and to ensure there is no trespass, the mobile food vendor court, and any structures, shall have at least double the required side and rear setback for a principal structure in the B-1 Zoning District, and at least a distance that is equal to or greater than the required road setback for the B-1 District must be maintained. All mobile food vendor units, associated vehicles and equipment, shall be located within the food vendor court itself and shall not protrude into the setbacks.

(f) For safety reasons all mobile food vendor units must maintain a distance of 10 feet from the nearest edge of any building, vehicle and combustible materials.

(g) No less than four (4) parking stalls shall be required for every mobile food vendor unit. Mobile food vendor units on private property may not cause the host parking lot to be in violation of off-street parking requirements per the Zoning Code.

(h) Patron seating shall be provided at a minimum rate of eight (8) chairs per mobile food vendor unit.

(i) Toilet and hand washing facilities shall be provided in compliance with State Codes; however, for sanitary and environmental purposes, portable toilets are not allowed. If the restrooms are more than 100 feet from a mobile food vendor unit, signs shall be posted at each mobile food vendor unit indicating where restrooms are available. An exterior sign stating 'Restrooms', shall be posted on the exterior of the restroom and shall be legible from a distance of 100 feet.

(j) The mobile food vendor court operator shall make provisions for the on-site disposal of the vendor(s) greywater to prevent improper disposal.

(k) One on-site sign is allowed to promote the location of the mobile food vendor court. To protect the night sky and not be a distraction to the motoring public, the sign shall not be illuminated.

(l) Any lighting associated with the mobile food vendor court shall use a hood and lens so light is cast downward and onto the property so as to not disturb the night sky nor adjacent properties.

(m) There shall be no tents except as provided in Sec. 66.0302(4)(g). Gazebos and other shelters may be allowed provided they are shown on the site plan and other code approvals and required permits are obtained.

(n) The mobile food vendor unit owner or operator shall not be allowed to camp on-site unless in an approved campground.

(o) There shall be no amplified live music; noise shall be in compliance with this chapter and the Municipal Code.

(p) Except for a back-up generator, only one generator is allowed onsite; the back-up generator shall not exceed 70 dBA, and other than for emergency purposes, may only generate power for test purposes. All testing shall be during normal business hours.

(q) All mobile food vendors and their employees shall be made aware of where on-site the fire extinguishers and functioning water hoses are located.

(r) An employee of the mobile food vendor court shall be on site during hours of operation.

(s) The mobile food vendor court shall be closed to the public between 9:00 PM and 7:00 AM.

(t) No mobile food vendor unit shall be stored on site when not serving food for thirty-six (36) hours or more.

(u) To control vermin and the risk of pollution, all trash must be in an enclosed receptacle. The landowner or manager shall be responsible for ensuring no garbage protrudes from the trash receptacle unit.

(v) No mobile food vendor operating as a formula business shall be allowed in a mobile food vendor court.

(7) Automotive Body and Mechanical Repair Use Standards. Automotive body and mechanical repair is permitted in the B-1 General Business District, subject to the following performance standards, which are intended to ensure compatibility with neighboring properties, maintain the Village's small-town character, and protect public health and safety.

(a) All repair, maintenance, painting, bodywork, mechanical work, and parts installation shall occur entirely within a fully enclosed building. No sanding, painting, grinding, hammering, or other noise-generating activity may occur outdoors.

(b) Vehicles awaiting repair or pickup may be stored outdoors only in designated areas clearly shown on an approved site plan. The maximum number of outdoor vehicles shall be number (#). Outdoor vehicle storage shall not occur within any required setback, buffer yard, or fire lane. No inoperable vehicle may remain outdoors for more than 30 consecutive days unless screened in compliance with See Sec. 66.0320(7)(c).

(c) Outdoor storage areas, work yards, and staging areas shall be screened from view of adjacent residential districts and public rights-of-way using one or more of the following:

1. A solid architectural wall or fence between 6 and 8 feet in height;
2. Evergreen landscaping capable of forming a year-round visual screen within two years;
3. A combination of fencing and landscaping.

(d) Noise generated by the use shall comply with Sec. 66.0808 (Noise) at all times.

(e) Ventilation systems, paint booths, and air-handling units shall be located and designed to prevent odors, fumes, or particulate matter from being detected at any property line.

(f) The automotive body and mechanical repair shop shall be closed to the public between 9:00 PM and 7:00 AM.

SECTION 66.0322 – B-2 DOWNTOWN BUSINESS TRANSITION DISTRICT

[See also Sec. 66.0343, B-2 Historic Overlay District]

Sec. 66.0322 - B-2 Downtown Business Transition District

The Downtown Business Transition (B-2) District is intended to complement the Village's Downtown Business District by providing a transition zone adjacent to the B-3 Downtown Business district. While the dominate uses in the B-2 district are residential, the area is in the process of changing to a mixture of business and residential uses. This transition area is typified by small lots, and buildings with minimal setbacks. The intent of the B-2 Downtown Transition District is to permit the conversion of existing residential buildings to business uses, to permit the construction of new commercial buildings, and to have N. Bay Shore Drive remain the primary downtown shopping street. This section provides standards for the orderly improvement and development of the Downtown Business Transition District based on the following objectives:

- To encourage development that is consistent with the natural environment.
- To encourage development that maintains the Village's traditional small town appearance, in which its housing, shops, work places, parks and civic facilities co-exist in relative harmony.
- To encourage development that balances the needs of a resort town and a residential Village.
- To encourage efficient use of land and urban services.
- To encourage a mixture of land uses that will encourage people to walk as an alternative to driving, and provide more employment and housing options.
- To encourage development that serves as a buffer between residential neighborhoods and the Downtown Business District.
- To encourage building designs that meet the architectural standards and enhance the Village's historic architecture. *[See Sec. 4000 - Architectural Guide]*

(1) Permitted Uses,
- (a) Art galleries or studios for photography, painting, and music.
- (b) Barber shops, beauty salons and spas.
- (c) Bed and breakfasts.
- (d) Infrastructure essential services.
- (e) Information centers.
- (f) Licensed massage therapy and body work facilities as certified by the State.
- (g) Marinas.
- (h) Municipal utility facilities.
- (i) Parks.
- (j) Physical fitness centers.
- (k) Public parking lots.
- (l) Professional offices.
- (m) Restaurants. *[See Sec. 66.0350]*
- (n) Retail general uses.
- (o) Self-service laundry and dry-cleaning.
- (p) Single family housing in existence as of September 1, 2010; said housing can be utilized as a short-term rental.

(2) Conditional Uses.
- (a) Liquor stores.
- (b) Solar energy as an accessory structure.
- (c) Non-village utility facilities.

(3) Permitted Accessory Uses.
(a) Accessory structures. *[See Sec. 66.0501]*
(b) Outdoor displays. *[See Sec. 66.0506]*
(c) Professional offices.

(4) Dimensional Standards. The homes in the B-2 Business Transition District are typically located on smaller irregularly shaped lots with minimal setbacks. In the B-2 Business Transition District, homes and buildings that house businesses will operate in close proximity to one another. The setback standards are minimal to reflect the difficulty of dealing with small lots and narrow road rights-of-way. Building setbacks are measured from the respective property line. Setbacks for porches are measured from the edge of the deck or porch to the property line. The setback standards, as listed below, apply to primary structures as well as accessory structures.

B-2 District Dimensional Lot Standards Table		
Lot That is Utilized for a Business Use	Minimum Area	4,500 square feet
	Minimum Width (interior lot)	45 feet
	Minimum Width (corner lot)	55 feet
	Minimum Green Space	20% of lot must be left as green space
Structure Standards		
Principal Structure, Business	Maximum Height	35 feet
	Minimum Floor Area	None
Principal Structure, Residential	Maximum Height	35 feet
	Minimum Width	24 feet
	Minimum Floor Area (one bedroom)	900 square feet
	Minimum Floor Area (two bedrooms)	1,000 square feet
	Minimum Floor Area (three or more bedrooms)	1,200 square feet
Accessory Structures	Maximum Height	35 feet but shall not exceed height of principal structure
Minimum Setbacks		
Principal Structure	Front Yard	35 feet from the centerline or 15 feet from the property line, whichever is greater
	Side Yard	6 feet – Area must be left as green space
	Rear Yard (street access lot)	15 feet - Area must be left as green space
	Rear Yard (alley access lot)	8 feet - Area must be left as green space
Accessory Structures	Front Yard (on public streets)	35 feet from the centerline or 15 feet from the property line whichever is greater
	Side Yard	6 Feet - Area must be left as green space
	Rear Yard (street access lot)	15 Feet - Area must be left as green space
	Rear Yard (alley access lot)	8 feet

(5) Design Standards.
(a) *Finish.* The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood; wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry type veneer or other similar materials.
(b) *Foundation.* All principal residential buildings shall be placed on, and be attached to a permanently enclosed foundation in accord with the standards set forth in Wis. stats. §70.043(1) and Chapter ILHR 21 of the Wisconsin Administrative Code, or its successor code.

(6) Block Layout and Building Orientation. This section of the Zoning Code is intended to promote a walkable commercial district by forming short blocks and orienting (placing or locating), buildings closer to streets. Placing buildings close to the street also slows traffic down and provides more 'eyes on the street', increasing the safety of public spaces. The standards, as listed on the following page complement the front yard setback standards delineated in Sec. 66.0322(d).
(a) *Applicability.* This section applies to new land divisions as well as the following types of development, and compliance with all the provisions of this section is required:
1. Public and institutional buildings, except that the standard shall not apply to buildings which are not subject to site design review or those that are not accessible to the public (i.e. buildings used solely to house mechanical equipment and similar uses); and,
2. Commercial buildings subject to site design review.
(b) *Block Layout Standard.* New land divisions and developments, which are subject to site design review, shall be configured to provide an alley or interior parking court. Blocks (areas bound by public street rights-of-way) shall have a length not exceeding 400 feet, and a depth not exceeding 400 feet. Pedestrian pathways shall be provided from the street right-of-way to interior parking courts between buildings, as necessary to ensure reasonably safe, direct and convenient access to building entrances and off-street parking.
(c) *Building Orientation Standard.* All of the buildings that must comply with the provisions of the dimensional standards that are defined in Sec. 66.0322(d) shall be oriented to a street. The building orientation standard is met when all of the following criteria are met:
1. The minimum and maximum setback standards delineated in Sec. 66.0322(d) are satisfied;
2. Buildings have their primary entrance(s) oriented to (facing) the street. Building entrances may include entrances to individual units, lobby entrances, entrances oriented to pedestrian plazas, or breezeways, and courtyard entrances, (i.e. to a cluster of units or commercial spaces). Alternatively, a building may have its entrance facing a side yard when a direct pedestrian walkway not exceeding 10 feet in length is provided between the building entrance and the street right-of-way.
3. Off-street parking, driveways or other vehicular circulation shall not be placed between a building and the street. On corner lots, buildings and their entrances shall be oriented to the street corner, and parking, driveways and other vehicle areas shall be prohibited between buildings and street corners.

(7) Pedestrian Amenities.
(a) *Purpose and Applicability.* This section is intended to complement the building orientation standards and the street standards delineated in Sec. 66.0322(6), by providing comfortable and inviting pedestrian spaces within the Transition District. Pedestrian amenities contribute to a walkable district. This section applies to all of the following types of buildings:
1. Public and institutional buildings; except that the standard shall not apply to buildings which are not subject to site design review or those that are not open to the public, (e.g. buildings used solely to house mechanical equipment, and similar uses); and,

2. Commercial buildings; subject to site design review.

(b) *Guidelines and Standards.* Every development shall provide and maintain a public sidewalk with a minimum width of 6 feet across the front of the parcel and side yard abutting a public street.

(8) Special Standards Uses. This section supplements the standards contained in Sec. 66.0322(4) through 66.0322(7). It provides standards for the following land uses in order to control the scale and compatibility of those uses within the Transition District:

(a) *Parking, Garage and Driveway Orientation.* All off-street vehicle parking, including surface lots and garages, loading docks and overhead doors shall be oriented to alleys, or located in parking areas located behind or to the side of the building; except that side yards facing a street (e.g. corner yards), shall not be used for surface parking. All garage entrances facing a street (e.g. structured parking), shall be recessed behind the front building elevation by a minimum of four to six feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley.

(b) *Parking Spaces Required.* The Village recognizes the challenges of providing the necessary parking spaces in the Transition District and thereby establishes the following standard for the district. The detailed requirements for parking lots and spaces are covered in Sec. 66.0403. The Plan Commission may allow a landowner to meet the parking requirement by providing the required parking spaces either on site, or on another privately owned site as required under Sec. 66.0404, *Adjustments to Required Parking*. No development shall avoid the need to provide parking spaces by claiming credit for on street parking spaces or public parking lots. The parking spaces required for motels, hotels, all types of condominiums, and accessory residential uses must be provided on site, and no fee in lieu of creating spaces will be allowed.

(c) *Fee In Lieu of Creating Parking Spaces. [See Sec. 66.0404(2)]*

(d) *Common Areas.* All common areas (e.g. walkways, drives, courtyards, private alleys, parking courts, etc.), and building exteriors shall be maintained by an association or the owner. Copies of any applicable covenants, restrictions and conditions shall be recorded in the Office of the Register of Deeds and provided to the Village prior to Zoning Permit approval.

(e) *Automobile-Oriented Uses and Facilities.* Automobile-oriented uses and facilities, as defined below shall conform to all of the following standards in the Transition District. The standards are intended to slow traffic down and encourage walking.

(f) *Parking, Garages and Driveways*. All off-street vehicle parking, including surface lots and garages, loading docks and overhead doors shall be accessed from alleys, or located in parking areas located behind or to the side of a building; except that side yards on corner lots shall not be used for surface parking. All garage entrances facing a street (e,g. structured parking), shall be recessed behind the front elevation by a minimum of 6 feet. On corner lots, garage entrances shall be oriented to a side street when vehicle access cannot be provided from an alley.

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SECTION 66.0323 – B-3 DOWNTOWN BUSINESS DISTRICT

Sec. 66.0323 B-3 Downtown Business District

The Downtown Business (B-3) District is intended to apply to the Village's Downtown Business District and Village Center. This area is typified by small lots, and buildings with minimal setbacks. The Downtown Business District is intended to offer greater flexibility in area requirements and setback requirements than other districts in order to promote the reuse of buildings and lots and the construction of new developments in the Downtown Business District consistent with the existing scale of development. The character, appearance and operation of any business in the Downtown District should be compatible with any surrounding areas. The goal of the Village is to strengthen the Downtown District as the 'heart' of the community and as the logical place for people to gather and create a business center. The Downtown District is intended to support this goal through elements of design and appropriate development. This section provides standards for the orderly improvement and expansion of the Downtown District based on the following principles:

- Designs that meet the architectural standards and enhance the Village's historic architecture. *[See Sec. 4000 -Architectural Guide]*
- Development that is consistent with the natural environment.
- Development that maintains the Village's traditional small-town appearance, in which its housing, shops, work places, parks and civic facilities co-exist in relative harmony.
- Development that balances the needs of a resort town and a residential village.
- Efficient use of land and urban services.
- A mixture of land uses to encourage walking as an alternative to driving, and provide more employment and housing options, and,
- An opportunity to provide formal and informal community gathering places.
- The Downtown District is also connected to neighborhoods and other employment areas.

(1) Permitted Uses.
- (a) Barber shops, beauty salons and spas.
- (b) Dance studios.
- (c) Gasoline service stations that were being operated as of September 1, 2010
- (d) Hotels/motels.
- (e) Infrastructure essential services.
- (f) Information centers.
- (g) Licensed massage therapy and body work facilities as certified by the State.
- (h) Marinas.
- (i) Municipal utility facilities.
- (j) Parks.
- (k) Public parking lots.
- (l) Real estate offices.
- (m) Restaurants. *[See Sec. 66.0350]*
- (n) Retail general use.
- (p) Single family housing in existence as of January 1, 2004; said housing can be utilized as a short-term rental.
- (q) Taverns or cocktail lounges.

(2) Conditional Uses.
- (a) Liquor stores.
- (b) Solar energy as an accessory structure.
- (c) Non-village utility facilities.

(d) Gasoline stations. ~~or automobile repair.~~
(e) Permitted Accessory Uses and Structures. *[See Sec. 66.0501]*
(f) Outdoor displays. *[See Sec. 66.0506]*
(g) Professional offices.
(h) Outdoor entertainment facilities.

(3) Dimensional Standards.

In the Downtown District, buildings are placed closer to the street to create a vibrant pedestrian environment, to slow traffic down, to provide a storefront character to the street and encourage walking. The setback standards are flexible to encourage public spaces between sidewalks and building entrances (e.g., extra-wide sidewalks, plazas, squares, outdoor dining areas and pocket parks). The standards also encourage the formation of solid blocks of commercial buildings for a walkable downtown. Building setbacks are measured from the respective property line. Setbacks for porches are measured from the edge of the deck or porch to the property line. The setback standards, as listed below, apply to primary structures as well as accessory structures.

B-3 District Dimensional Lot Standards Table		
Lot	Minimum Area	4,500 square feet
	Minimum Width	45 feet
	Minimum Green Space	10% of lot must be left as green space
Structure Standards		
Principal Structure, Business	Maximum Height	35 feet [5]
	Minimum Floor Area	None
Accessory Structures	Maximum Height	35 feet [5] But shall not exceed height of principal structure
Minimum Setbacks		
Principal Structure	Front Yard, on Public Streets	[1]
	Side Yard	6 feet [2] - Must be left as green space
	Rear Yard (street access lot)	6 feet [3] - Must be left as green space
	Rear Yard (alley access lot)	8 feet [3] - Must be left as green space
Accessory Structures	Front Yard, On Public Streets	[1]
	Side Yard	6 feet [2] - Must be left as green space
	Rear Yard (street access lot)	6 feet - Must be left as green space
	Rear Yard (alley access lot)	8 feet - Must be left as green space

[1] 40 feet from the centerline of the street right-of-way or 20 feet from the property line, whichever is greater.
[2] If the buildings on adjoining lots will abut one another and are visually compatible and complementary, the Plan Commission may allow the affected property owners to enter into a written, recordable agreement that establishes a zero foot side setback.
[3] For buildings on through-lots (lots with front and rear frontage onto a street), front yard setbacks shall apply.
[4] Every development shall provide and maintain a public sidewalk with a minimum width of 5 feet across the front of the parcel and side yard abutting a public street, as well as an additional 3 feet of landscaping, and one or more of the "pedestrian amenities" listed in (6)(b) of this section.
[5] Applicable to privately owned properties on the west side of North Bay Shore Drive, adjacent to North Bay Shore Drive, north of Bluffside Lane to Post Office Lane: As of the adoption date of the amendment, the height of a building or structure shall not be increased prior to receiving a conditional use permit from the Plan Commission. The Plan Commission shall only approve the conditional use permit if it has been demonstrated the additional height will not be detrimental to the viewshed of properties on the east side of Bay Shore Drive within 300 feet of the building or structure being modified. It shall be the responsibility of the applicant to prove no detriment to the viewshed of the waters of Green Bay.

(4) PUD Allowed. The Plan Commission and Board of Trustees may vary the building setback requirements for the B-3 District, subject to the provisions of the Planned Unit Development requirements delineated in Sec. 66.0341.

(5) Block Layout & Building Orientation. This section of the Zoning Code is intended to promote the walkable, storefront character of the downtown by forming short blocks and orienting, (placing or locating), buildings close to streets. Placing buildings close to the street also slows traffic down and provides more "eyes on the street," thereby increasing the safety of public spaces. The standards, as listed below, complement the front yard setback standards delineated in Sec. 66.0323(3).

(a) *Applicability.* This section applies to new land divisions and all of the following types of development, which are subject to site design review by the Plan Commission.
1. Public and institutional buildings, except that all the standards that are delineated in this section will not apply to buildings that are not subject to site design review or those that do not receive the public, (e.g., buildings used solely to house mechanical equipment, and similar uses); and,
2. Commercial buildings.

(b) *Block Layout Standard.* New land divisions and developments, which are subject to site design review, shall be configured to provide an alley or interior parking court. Blocks, (areas bound by public street rights-of-way), shall have a length not exceeding 400 feet, and a depth not exceeding 400 feet. Pedestrian pathways shall be provided from the street right-of-way to interior parking courts between buildings, as necessary to ensure reasonably safe, direct and convenient access to building entrances and off-street parking.

(c) *Building Orientation Standard.* All of the developments mentioned in Sec. 66.0323(5)((a) shall be oriented to a street. The building orientation standard is met when all of the following criteria are met:
1. The minimum and maximum setback standards that are delineated in Sec. 66.0323(3) are satisfied;
2. Buildings have their primary entrance(s) oriented to (facing) the street. (Building entrances may include entrances to individual units, lobby entrances,

entrances oriented to pedestrian plazas, or breezeway courtyard entrances - i.e., to a cluster of units or commercial spaces). Alternatively, a building may have its entrance facing a side yard when a direct pedestrian walkway not exceeding 50 feet in length is provided between the building entrance and the street right-of-way.

3. Off-street parking, driveways or other vehicular circulation shall not be placed between a building and the street. On corner lots, buildings and their entrances shall be oriented to the street corner, and parking, driveways and other vehicle areas shall be prohibited between buildings and street corners.

(6) Pedestrian Amenities.

(a) *Purpose and Applicability*. This section is intended to complement the building orientation standards in Sec. 66.0323(5), and the street standards, by providing comfortable and inviting pedestrian spaces within the Downtown District. Pedestrian amenities serve as informal gathering places for socializing, resting and enjoyment of the Village's downtown, and contribute to a walkable district. This section applies to all of the following types of buildings:

1. Public and institutional buildings, except that the standard shall not apply to buildings which are not subject to site design review or those that do not receive the public (e.g., buildings used solely to house mechanical equipment, and similar uses); and,
2. Commercial buildings subject to site design review.

(b) *Guidelines and Standards.* Every development shall provide and maintain a public sidewalk with a minimum width of 5 feet across the front of the parcel and side yard abutting a public street, and an additional 3 feet of landscaping and one or more of the "pedestrian amenities" listed in 1 through 4 below. Other types of amenities and designs may be used. Pedestrian amenities may be provided within a public right-of-way when approved by the applicable jurisdiction.

1. A plaza, courtyard, square or extra-wide sidewalk next to the building entrance (minimum width of 8 feet);
2. Sitting space (i.e., dining area, benches, gazebos or ledges between the building entrance and sidewalk, (minimum of 16 inches in height and 30 inches in width);
3. Building canopy, awning, pergola or similar weather protection, (minimum projection of four feet over a private sidewalk or other private pedestrian space.)
4. Streetscape, which incorporates landscaping, seating, fountains, sculptures, etc.

(7) Special Standards Uses. This section supplements the standards contained in Sec. 66.0323(3) through 66.0323(6). It provides standards for the following land uses in order to control the scale and compatibility of those uses within the District.

(a) *Parking, Garage and Driveway Orientation.* All off-street vehicle parking, including surface lots and garages, loading docks and overhead doors shall be oriented to alleys, or located in parking areas located behind or to the side of the building; except that side yards facing a street (i.e., corner yards), shall not be used for surface parking. All garage entrances facing a street, (e.g., structured parking), shall be recessed behind the front building elevation by a minimum of 6 feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley.

(b) *Parking Spaces Required.* The Village recognizes the challenges of providing the necessary parking spaces in the district and thereby establishes the following standards for the district. The detailed requirements for parking lots and spaces are covered in Sec. 66.0403. The Plan Commission may allow a landowner to meet the parking requirement by providing the required parking spaces either on site, or on another privately owned site as required under Sec. 66.0404, *Adjustments to Required Parking*. No development shall avoid the need to provide parking spaces by claiming credit for on street parking spaces or public parking lots. The parking spaces required for motels, hotels, all types of condominiums, and

accessory residential uses must be provided on site, and no fee in lieu of creating spaces will be allowed.

(c) *Fee In Lieu of Creating Parking Spaces. [See Sec. 66.0404]*

(d) *Common Areas.* All common areas (e.g., walkways, drives, courtyards, private alleys, parking courts, etc.) and building exteriors shall be maintained by an association or the owner. Copies of any applicable covenants, restrictions and conditions shall be recorded and provided to the Village prior to Zoning Permit approval.

(8) Exemption. When the application of the off-street parking regulations specified above result in a requirement of not more than three (3) spaces on a single lot in the district, such parking spaces need not be provided. However, where two (2) or more businesses are located on a single lot, only one (1) of these uses shall be eligible for this exemption, and it shall not apply to dwelling units.

(9) Automobile-Oriented Uses and Facilities. Automobile-oriented uses and facilities as defined below shall conform to all of the following standards in the B-3 District. The standards are intended to slow traffic down and encourage walking.

(10) Parking, Garages and Driveways. All off-street vehicle parking, including surface lots and garages, loading docks and overhead doors shall be accessed from alleys, or located in parking areas located behind or to the side of a building; except that side yards on corner lots shall not be used for surface parking. All garage entrances facing a street (e.g., structured parking) shall be recessed behind the front elevation by a minimum of 6 feet. On corner lots, garage entrances shall be oriented to a side street when vehicle access cannot be provided from an alley.

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OTHER DISTRICTS

SEC. 66.0330 – I-1 INSTITUTIONAL DISTRICT
SEC. 66.0331 – P-1 PARK DISTRICT

SECTION 66.0330 – I-1 INSTITUTIONAL DISTRICT

Sec. 66.0330 – I-1 Institutional District

The I-1 Institutional District is intended to eliminate the ambiguity of maintaining, in unrelated use districts, areas that are under public, public related or private ownership and where the use for public purpose is anticipated to be permanent. Uses permitted shall generally serve the public benefit.

(1) Permitted Uses.
- (a) Public or private primary and secondary schools.
- (b) Colleges, and universities, excluding fraternity and sorority houses.
- (c) Churches.
- (d) Hospitals, sanatoriums and nursing homes.
- (e) Libraries, community centers, museums and public art galleries.
- (f) Public administrative offices and public service buildings, including fire and police stations; but excluding firing ranges and outdoor "burn buildings" used for fire-fighting instruction.
- (g) Public utility offices.

(2) Permitted Accessory Uses.
- (a) Residential quarters for caretakers, clergy or institutional staff.
- (a) Garages for storage of vehicles used in conjunction with the operation of a permitted use.
- (b) Service buildings and facilities normally accessory to the permitted use.
- (c) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (d) Roof-mounted solar collectors.
- (e) Municipally owned wells, pumping stations, water towers and reservoirs and municipally owned telecommunications towers and antennas, provided they are located at least 50 feet away from any lot line.
- (f) Any other usual and customary uses accessory to the above permitted uses as determined by the Zoning Administrator or their designee.

(3) Conditional Uses.
- (a) All permitted uses allowed in the B-1 District.
- (b) Cemeteries and crematories.
- (c) Firing ranges and outdoor 'burn buildings' associated with a fire station, police station or college.
- (d) Utility substations, municipal wells, pumping stations and towers if the use is not less than 50 feet from any lot line.
- (e) Transmitting towers, receiving towers, and relay and microwave towers, and broadcast studios.
- (f) Public utility treatment facilities.
- (g) Solar energy collectors erected as an accessory structure.

(4) Lot Area and Width.
- (a) Lots in the I-1 District shall provide sufficient area and width for the principal structure(s) and its accessory structures, off-street parking and loading areas, and required setbacks.

(5) Building Height and Area
- (a) No principal building or part of a principal building shall exceed 35 feet in height.

Residential uses permitted in the I-1 District shall comply with the building area requirements of the R-2 Multiple Family Residential District. All other uses in the I-1 District shall comply with the building a rea requirements of the B-1 General Business District.

(6) Setbacks

(a) There shall be a minimum building front setback of a least 45 feet from the centerline of the right-of-way of all streets.

(b) There shall be a minimum front setback of at least 40 feet from the edge of the easement or edge of pavement for all buildings not on a public street.

(c) There shall be a side setback of at least 20 feet and a rear setback of at least 50 feet for all principal buildings.

(d) Accessory buildings shall meet the same setbacks as principal buildings in the district. Other accessory building requirements are listed in Sec. 66.0501.

SECTION 66.0331 – P-1 PARK DISTRICT

Sec. 66.0331 P-1 Park District

The P-1 Park District is intended to provide for areas where the green space and recreational needs of the citizens of the Village can be met without undue disturbance of natural resources and adjacent uses.

(1) Permitted Uses.
- (a) Public botanical gardens and arboretums.
- (b) Public historic monuments or sites.
- (c) Public hiking biking, jogging and nature trails.
- (d) Public parks, beaches, playgrounds and parkways.
- (e) Farm markets (no items shall be sold which were purchased for resale).
- (f) Public marinas.

(2) Permitted Accessory Uses.
- (a) Buildings accessory to the permitted use.
- (b) Ground-mounted and building-mounted earth station dishes and terrestrial antennas.
- (c) Solar collectors attached to the principal structure.
- (d) Any other usual and customary uses accessory to the above permitted uses as determined by the Zoning Administrator or their designee.
- (e) Public garden plots.

(3) Conditional Uses.
- (a) Public or private boat moorings and rentals.
- (b) Outdoor entertainment facilities.

(4) Building Height and Area.
- (a) No building or part of a building shall exceed 35 feet in height.
- (b) Green space shall be determined by the Plan Commission based on site plan review and the best use of open spaces.

(5) Setbacks
- (a) There shall be a minimum building front setback of at least 50 feet from the centerline of the right-of-way of all streets.
- (b) There shall be a minimum front setback of at least 40 feet from the edge of the easement or edge of pavement for all buildings not on a public street.
- (c) Side setbacks shall be determined by the Plan Commission based on site plan review and the best use of open spaces. There shall be a rear setback of at least 50 feet for all principle buildings.
- (d) Accessory buildings shall meet the same setbacks as principal buildings in the district. Other accessory building requirements are listed in Sec. 66.0501.

OVERLAY DISTRICTS

SEC. 66.0340 - W-1 WETLAND OVERLAY DISTRICT
SEC. 66.0341 – PUD - PLANNED UNIT DEV. OVERLAY DISTRICT
SEC. 66.0342 – HL - HIGHWAY 42 & 57 LANDSCAPE SETBACK OVERLAY DISTRICT
SEC. 66.0343 – B-2 HISTORIC OVERLAY DISTRICT
SEC. 66.0344 - BP - BLUFF PROTECTION OVERLAY DISTRICT
SEC. 66.0345 – WHP – WELLHEAD PROTECTION DISTRICT
SEC. 66.0346 – RS - RIDGES & SWALES DISTRICT
SEC. 66.0350 - RO -RESTAURANT OVERLAY DISTRICT

Overlay districts provide for the possibility of super-imposing certain additional requirements upon a basic zoning district without disturbing the requirements of that basic district. Whenever overlay district regulations come into play, the regulations that apply to the underlying standard zoning district will remain in full force and effect. All of the previously mentioned overlay districts have been established in the Village, and the regulations that were enacted for each of those districts follow.

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SECTION 66.0340 – W-1 WETLAND OVERLAY DISTRICT

Sec. 66.0340 W-1 Wetland Overlay District

The purpose of the Wetland Overlay (W-1) District is to maintain safe and healthful conditions, to prevent water pollution, to protect fishing spawning grounds and aquatic life, to preserve shore cover and natural beauty, and to preserve, protect, and enhance the lakes, streams, swamps, marshes, bogs and other wetlands in the Village. The proper regulation of these areas will serve to maintain and improve groundwater and surface water quality; prevent flood damage, protect fish and wildlife habitat; prohibit the location of structures on soils which are generally not suitable for such use; protect natural watersheds; and protect the water-based recreation and green space resources of the Village. The W-1 District recognizes that undisturbed wetlands serve as natural purifiers of surface waters and as protective buffers at the land-water interface. Development in wetlands should be limited, and when development is permitted in a wetland, it should occur in a manner that minimizes the adverse impacts upon the wetlands.

The boundaries of the W-1 District were based on the wetlands that were identified on the Wisconsin Wetland Inventory Map for the Village of Sister Bay, dated July 1, 1992. The wetlands included as W-1 are those wetlands that are two acres or more in area and lie within 300 feet of a navigable stream, 1,000 feet from a lake or pond or to the landward side of a floodplain, whichever is greater.

(1) Permitted Uses.
- (a) Hiking, fishing, swimming and boating, unless prohibited by other laws and ordinances.
- (b) Harvesting of wild crops, such as marsh hay, ferns, moss, wild rice, berries, trees, fruits and tree seeds, in a manner that is not injurious to the natural reproduction of such crops, and that does not involve filling, flooding, draining, dredging, ditching, tiling, or excavating.
- (c) Silviculture (forest maintenance), including the planting, thinning, and harvesting of timber, provided that no filling, flooding, draining, dredging, ditching, tiling, or excavating is done except for temporary water level stabilization measures to alleviate abnormally wet or dry conditions which would have an adverse impact on silvicultural activities if not corrected.
- (d) Construction and maintenance of fences.
- (e) Existing agricultural uses provided that they do not involve extension of cultivated areas, extension of or creation of new drainage systems, and further provided that they do not substantially disturb or impair the natural fauna (animals), flora**.** (plants), topography or water regimen.
- (f) Aquaculture (the growing of plants and animals in water), provided it does not disturb or impair the natural biota (plants and animals).
- (g) The maintenance, repair, replacement and reconstruction of existing public streets, roads, bridges and drainage ways.

(2) Conditional Uses.
- (a) The construction of streets which are necessary for the continuity of the Village street system, are necessary for the provision of essential utility and public safety services, or are necessary to provide access to permitted green space uses, provided that:
  1. The street cannot as a practical matter be located outside the W-1 District;
  2. The street is designed and constructed to minimize adverse impact upon the natural functions of the wetland as listed in Sec. 66.1708(2) of this chapter;
  3. The street is designed and constructed with the minimum cross section practical to serve the intended use;
  4. The street construction activities are carried out in the immediate area of the roadbed only; and,
  5. Any filling, flooding, draining, dredging, ditching, tiling or excavating that is done must be necessary for the construction or maintenance of the street.

(b) The construction and maintenance of non-residential buildings used solely in conjunction with raising of waterfowl, minnows, or other wetland or aquatic animals or used solely for some other purpose which is compatible with natural resource preservation, provided that:
1. The building cannot as a practical matter be located outside the conservancy district;
2. The building is not designed for human habitation and does not exceed 500 square feet in area; and,
3. Only limited filling or excavating necessary to provide structural support is conducted.

(c) The establishment and development of public and private parks and recreation areas, recreation trails, public boat access sites, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game preserves, and private habitat areas, provided that:
1. Parks shall be limited to passive activities. No ball diamonds, tennis courts, playfields, playgrounds or other active recreation areas shall be constructed in a wetland;
2. Any private recreation or wildlife habitat area must be exclusively for that purpose.;
3. No filling is to be done; and
4. Ditching, excavating, dredging, dike and dam construction may be done in wildlife refuges, game preserves and private wildlife habitat areas, but only for improving wildlife habitat or to otherwise enhance the value of a wetland or other natural resource.

(d) The construction and maintenance of electric, gas, telephone, water and sewer transmission and distribution lines, and related facilities, by public utilities and cooperative associations organized for the purpose of producing or furnishing heat, light, power or water to members and customers located outside of the W-1 District, provided that:
1. The transmission and distribution lines and related facilities cannot as a practical matter be located outside the conservancy district; and,
2. Any filling, draining, dredging, ditching, or excavating that is done must be necessary for the construction or maintenance of the utility, and must be done in a manner designed to minimize flooding and other adverse impacts upon the natural functions of the conservancy area.

(e) Ditching, tiling, dredging, excavating or filling done to maintain or repair an existing agricultural drainage system only to the extent necessary to maintain the level of drainage required to continue the existing agricultural use.

(f) The construction and maintenance of piers, docks and walkways, including those built on pilings.

(3) Prohibited Uses.

(a) Any use not listed as a permitted use or a conditional use is prohibited unless the W-1 District lands concerned are first rezoned into another district.

(b) The use of a boathouse for human habitation and the construction or placement of a boathouse or fixed houseboat below the ordinary high-water mark of any navigable water is prohibited.

(4) Wetlands Used for Density Calculation. Where a lot is located partially within a W-1 District and partially within an adjoining use district, that area of the parcel in the W-1 District may be used to meet the minimum lot area requirements; provided that adequate adjacent upland space is available for the structure and related grading.

SECTION 66.0341 – PUD - PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT

Sec. 66.0341 – PUD – Planned Unit Development Overlay District

The PUD - Planned Unit Development Overlay District, is intended to permit developments that will, over a period of time, be enhanced by coordinated area site planning, diversified location of structures, diversified building types and/or mixing of compatible uses. Such developments are intended to provide a safe and efficient system for pedestrian and vehicle traffic; to provide attractive recreation and green spaces as integral parts of the developments; to enable economic design in the location of public and private utilities and community facilities; and to ensure adequate standards of construction and planning. The PUD Overlay District under this chapter will allow for flexibility of overall development design with benefits from such design flexibility intended to be derived by both the developer and the community, while at the same time maintaining insofar as possible the land use density and other standards or use requirements set forth in the underlying basic zoning district.

(1) Permitted Uses. Uses permitted in a PUD District shall conform to uses permitted in the underlying basic use district. Individual structures shall comply with the specific building area and height requirements of the underlying basic use district. All green space and parking requirements of the underlying basic use district shall be complied with either individually or by providing the combined green space and parking space required for the entire development in one or more locations within the development.

(2) Minimum Area Requirements

(a) Areas designated as PUD Districts shall be under single or corporate ownership or control, and shall contain a minimum development area of:

Principal Uses	Minimum Area of PUD
Residential PUD	1.0 acres
Business PUD	1.5 acres
Mid Compatible Use	1.5 acres

(3) Procedural Requirements.

(a) *Pre-Application Conference.* Prior to the official submission of the application for the approval of a PUD District, the owner or agent making such application shall meet with the Zoning Administrator to discuss the scope and proposed nature of the contemplated development.

(b) *Application.* Following the pre-application conference, the owner or their agent may file an application with the Zoning Administrator for approval of a PUD District. Such application shall be accompanied by a filing fee, as required by Resolution of the Village Board, and the following information:

1. A statement which sets forth the relationship of the proposed PUD to the Village's adopted master plan, or any adopted component thereof, and the general character of and the uses to be included in the proposed PUD, including, but not limited to, the following information:
   a. Total area to be included in the PUD, area of green space, residential density computations, the amount of business space by type of use, proposed number of dwelling units, population analysis, availability of or requirements for municipal services and any other similar data pertinent to a comprehensive evaluation of the proposed development.
   b. A general summary of the estimated value of structures and site improvement costs, including landscaping and special features.

c. A general outline of the organizational structure of a property owners' management association, which may be proposed to be established for providing any necessary private services.
d. Any proposed departures from the standards of development as set forth in the Village's zoning regulations, other Village regulations or administrative rules, or other universal guidelines.
e. The expected dates of commencement and completion of physical development as set forth in the proposal. If the PUD is to be developed in phases, a phasing plan setting forth the starting and completion dates of each phase shall be submitted. If applicable, a statement indicating the type of Federal or State program being used to provide a subsidy or less-than-market rents for the units proposed.
f. A general development plan including, but not limited to:
    i. A legal description of the boundaries of the subject property included in the proposed PUD and its relationship to surrounding properties.
    ii. The location of public and private roads, driveways and parking facilities.
    iii. The size, arrangement and location of any individual building sites and proposed building groups on each individual site.
    iv. The location of institutional, recreational and green space areas and areas reserved or dedicated for public uses, including schools, parks and drainage ways.
    v. The type, size and location of all structures.
    vi. General landscape treatment.
    vii. Architectural plans, elevation, and perspective drawings and sketches illustrating the design and character of proposed structures.
    viii. The existing and proposed location of public sanitary sewer and water supply facilities.
    ix. The existing and proposed location of all private utilities or other easements.
    x. Characteristics of soils related to contemplated specific uses.
    xi. Existing topography on the site with contours at no greater than 2 foot intervals.
    xii. Anticipated uses of adjoining lands in regard to roads, surface water drainage and compatibility with existing adjacent land uses.
    xiii. Anticipated phasing of the development, if applicable.

(4) Referral to Plan Commission. The application for a PUD District shall be referred to the Plan Commission for its review and recommendation, including any additional conditions or restrictions, which it may deem necessary or appropriate. For such an application, property owners within 300 feet of the subject property will be sent a notice of the meeting at which it will be discussed. In addition to the notice, a copy of the Plan Commission report will be sent; which will provide an explanation of the proposal, as well as the Zoning Administrator's recommendation. As soon as is practicable following the meeting, the Plan Commission, through the Zoning Administrator, shall report its findings and recommendations to the Village Board; which may be a recommendation for approval, approval with conditions or denial of the application.

(5) Village Board Public Hearing. Following the Plan Commission public hearing and the formulation of the Plan Commission recommendation, the Village Board shall hold a public hearing pursuant to the requirements of Sec. 66.1705 and 66.1801 of this chapter. Notice for such hearing shall include reference to the development plans filed in conjunction with the requested PUD District. Following the public hearing, the Village Board shall decide whether the PUD District application is to be granted or denied.

(6) Basis for Approval of Application.

(a) The Plan Commission, in making its recommendation and the Village Board, in makings its determination shall consider:

1. That the applicants for the proposed PUD District have indicated that they intend to begin and complete the physical development of the PUD within a time frame approved by the Village Board, after recommendation by the Plan Commission.
2. That the proposed PUD District is consistent in all respects to the purpose of this section and to the spirit and intent of this chapter; is in conformity with the adopted master plan or any adopted component thereof; and, that the development would not be contrary to the general welfare and economic prosperity of the community.
3. The constraint or burden that will be imposed on public services, public utilities and facilities, such as fire and police protection, street maintenance, and maintenance of public areas by the proposed development.
4. All property to be included in a PUD District shall be held in single ownership. However, if there is more than one owner, the applicants shall create a property owners association; whose responsibility it shall be to agree upon any plan prior to it being presented to the Plan Commission for approval and, thereafter, shall be the responsible entity for the maintenance of the exterior of all buildings, as well as all common areas within the PUD District. The bylaws of this association, which contain its duties and responsibilities, shall first be approved by the Plan Commission and shall be written so that all subsequent amendments shall also have to be approved by the Plan Commission before they can take effect.
5. The proposed site shall be provided with adequate drainage facilities for surface and storm waters.
6. The proposed site shall be accessible from public roads that are adequate to carry the traffic that can be expected to be generated by the proposed development.
7. The streets and driveways on the site of the proposed development shall be adequate to serve the residents and or customers of the proposed development and shall meet the minimum standards of all applicable ordinances or administrative regulations of the Village.
8. Public water and sewer facilities shall be provided.
9. Adequate guarantee must be provided for permanent preservation of green space areas as shown on the approved site plan either by private reservation and maintenance or by dedication to the public.
10. The relative economic benefit to the Village shall be greater than the underlying zoning would allow.

(b) In The Event a Residential PUD District Is Proposed:

1. The Plan Commission, in making its recommendation, and the Village Board, in makings its determination must find that such development will create an attractive residential environment of sustained desirability and economic stability, including structures in relation to terrain, consideration of safe pedestrian flow, ready access to recreation space, and coordination with overall plans for the community.
2. The Plan Commission, in making its recommendation, and the Village Board, in makings its determination must find that the total net residential density within the PUD District will be consistent with development permitted in the underlying basic use district. The district area, width and yard requirements of the underlying basic use district may be modified; however, in no case shall the average density in the district exceed the number of dwelling units that would have been permitted on that amount of land if the PUD District regulations had not been utilized. This allows for transfer of density within a site, but not an increase in density.

3. Each residential planned unit development, having more than one (1) property owner involved and featuring common green space or other common improvements, shall be managed by a Property Owners' Association, or other appropriate management mechanism, to assure that any common facilities are properly maintained. A copy of the bylaws of the management association shall be included with the PUD application; which shall initially be approved by the Plan Commission as well as any subsequent amendments.

(c) In the Event There is a Proposed Business PUD District:

1. The Plan Commission, in making its recommendation, and the Village Board, in makings its determination must find that the proposed development will be adequately served by off-street parking and truck service facilities.
2. The Plan Commission, in making its recommendation, and the Village Board, in makings its determination must find that the locations for entrances and exits have been designated to prevent unnecessary interference with the safe and efficient movement of traffic on surrounding streets, and must also find that the development will not create an adverse effect upon the general traffic pattern of the surrounding neighborhood.
3. The Plan Commission, in making its recommendation, and the Village Board, in makings its determination must find tht the architectural design, landscaping, control of lighting, and general site development will result in an attractive and harmonious service area compatible with the surrounding neighborhood.
4. Each business planned unit development featuring common green space or other common improvements shall be managed by a Property Owner's Association, or other appropriate management mechanism, to assure that any common facilities are properly maintained. A copy of the bylaws of the management association shall be included with the PUD application.

(d) In the Event There is a Proposed Mixed-Use PUD District:

1. The Plan Commission, in making its recommendation, and the Village Board, in makings its determination must find that the proposed development will include the standards delineated in (6)(b) and (6)(c), and result in a higher quality development than if the project were done separately.

(7) Determination. The Village Board, after due consideration, may deny the application, approve the application as submitted, or approve the application subject to additional conditions and restrictions; including but not limited to, imposition of the condition that the commencement and completion of the physical development of the PUD must occur within a time frame approved by the Village Board, after recommendation by the Plan Commission, and imposition of the condition that the Village shall be a part of the approval process for any amendment to the bylaws of the Property Owners' Association. The approval of a PUD District shall also be based upon and include as conditions thereto, the building, site and operational plans for the development as approved by the Village Board. The approval of a planned unit development, and the attendant conditions of approval, shall be applicable to the developer, and their heirs, successors and/or assigns.

(8) Existing Planned Use Developments. All properties with planned used development zoning, on the effective date of this chapter, which remain planned developments after the effective date of this chapter, are hereby declared conforming planned use developments. Such planned use developments shall be subject to the regulations contained in the resolution or ordinance which authorized and approved the planned use development.

(9) Changes and Additions Prior To Final PUD Approval. Any change or addition to the plans or uses prior to the issuance of an Occupancy Permit shall first be submitted for approval to the Plan Commission, and, if, in the opinion of the Plan Commission, such change or addition constitutes a substantial alteration of the original plan, a public hearing before the Plan Commission shall be

required and notice thereof must be given pursuant to the provisions of Sec. 66.1801. Further, said proposed alterations shall be submitted to the Village Board for approval after a public hearing.

(10) Subsequent Land Division. The division of any land or lands within a PUD District for the purpose of change or conveyance of ownership shall be accomplished pursuant to the land division regulations of the Village, and when such division is contemplated, a subdivision plat or certified survey map, as may be appropriate, of the lands to be divided shall accompany the application for PUD approval.

(a) *Changes and Additions to the PUD after Final Approval.*

1. Any change in occupancy within an approved PUD project shall be administered in the same manner as a change in occupancy in a basic use district as set forth in Sec. 66.1532. A Certificate of Compliance shall not be issued for a use that is not consistent with the conditions that were initially imposed when approval was originally granted in any PUD District.
2. Any addition to a planned unit development in years subsequent to construction and occupancy shall be considered a new and separate proposal, and must comply with all of the review and approval requirements of this section, including the requirement for submittal of development plans and the conducting of public hearings.

(11) Adjustments To Minimum Area Requirements. The purpose of this section is to allow adjustments to the minimum area requirements for the creation of a PUD District. Reducing the minimum area requirements, where justified, will allow for the more efficient development of certain properties that are less likely to develop under a conventional zoning district due to such limiting factors as shape, size and accessibility. The Plan Commission may recommend approval to the Village Board of a request for a PUD District on a property that does not meet the minimum area requirements as set forth in Sec. 66.0341(2), by at least a three-fourths (3/4) majority vote of the Commissioners, but only if supplemental design elements, reduced density or other improvements, requested by the Plan Commission, are incorporated into the project that compensate for the modification of this minimum area.

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SEC. 66.0342 – HL - HIGHWAY 42 AND 57 LANDSCAPE SETBACK OVERLAY DISTRICT

SECTION 66.0342 – HL - HIGHWAY 42 & 57 LANDSCAPE SETBACK OVERLAY DISTRICT

Sec. 66.0342 HL Highway 42 and 57 Landscape Setback Overlay District

The intent of the Highway 42 and 57 Landscape Setback Overlay (HL) District is to establish special setback requirements for parking and structures along portions of Highway 42 and 57 to accommodate safe traffic flows, maintain the character of business development, and provide an aesthetically pleasing entrance to the Village.

(1) Location of Requirements. The following Highway Landscape Setback Overlay requirements shall apply to those portions of State Highway 42 and State Highway 57 that are located from their intersections to the south Village limits.

(2) Effect on Setback and Frontage Requirements of Abutting Zoning Districts. These requirements shall be observed by all development within the Highway 42 and Highway 57 Landscape Setback Overlay and shall supersede any conflicting requirements contained in underlying districts.

(3) Building Setbacks. All buildings within this area shall be set back from Highway 42 and Highway 57 at least 90 feet as measured from the centerline of the right-of-way.

(4) Planting Strip Adjacent to Highways. Except to allow access to lots abutting Highway 42 or Highway 57, or access to any frontage road established by the Village to serve those lots, all lots abutting Highway 42 or Highway 57 must maintain the first 35 feet from the edge of the highway pavement as a non-impervious landscape strip. This landscape strip shall be maintained in grass or ground cover approved by the Village and shall contain shade trees of the type specified by the Plan Commission planted at a spacing of one (1) tree per 40 feet lineal distance along the road, located 10 feet from the edge of the street pavement or bike lane.

(5) Access Controls. Vehicular access points from Highway 42 or Highway 57 shall be determined by the Wisconsin Department of Transportation.

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SECTION 66.0343 – B-2 HISTORIC OVERLAY DISTRICT

This entire section of the Zoning Code (B-2 Historic Overlay District Regulations), was created in accord with the provisions of Ordinance No. 2025-004, which was passed and adopted on March 25, 2025.

The B-2 zoned area west of North Bay Shore Drive is the one area left in the village with several historic properties. In an attempt to maintain the historic character of the area, while providing for the development of new properties that would be architecturally compatible, the overlay gives landowners the option of developing their properties under the regular B-2 standards, or, developing under the provisions within this overlay.

(1) Uses Allowed.
   (a) The list of permitted and conditional uses listed in Sec. 66.0322, the B-2 Downtown Transitional District, shall be allowed in this overlay district, with the exception of physical fitness centers, professional offices, restaurants and self-service laundry and dry cleaning. Unlike other zoning districts where only the uses listed shall be allowed, this overlay allows for additional uses, if developed per this overlay, and if authorized by conditional use permit upon finding the use would be compatible in the neighborhood.
   (b) No use allowed under this overlay may be established or expanded, prior to obtaining a conditional use permit, if required in (a)(1) above; receiving approval from the Plan Commission via a Site Plan Review; and if required by the Plan Commission, a Development Agreement.
   (c) Non-conforming uses described in Sec. 66.0901.

(2) Architecture. The exterior of a building housing such use, or its accessory use, cannot be refaced (repainted, resided, the roof pitch altered, new windows or doors) or renovated, prior to receiving a successful Architectural Review by the Plan Commission to determine the compatibility with the historic character of the neighboring properties and compliance with Sec. 66.1055, *Architectural Review Criteria*, and Sec. 4200*, Illustrations*. If the project is for single family residential purposes, no fee is to be charged for the Architectural Review of a refacing or renovation project; short-term rental and all other uses shall be charged a Site Plan Review or Building Plan Review fee.

(3) Landscaping. With every architectural review application, except those existing buildings being refaced in Sec. 66. 0343(2) above, the applicant shall provide a landscape plan which illustrates the following:
   (a) All existing tree canopies shall be preserved; no tree in excess of a twelve-inch diameter, as measured at chest height, shall be removed prior to securing approval from the Plan Commission; all development shall occur in such manner as to not jeopardize the root system of a tree of twelve-inch diameter or greater.
   (b) For every development, one hardwood tree, at least six inches in diameter, shall be planted so as to result in one tree being planted or maintained every forty feet along all public rights-of-way and rear lot lines.
   (c) In lieu of a hardwood tree every forty feet along the front lot line, the developer may install a white picket fence along the front lot line, provided the fence is flanked by mature trees, at least twelve inches in diameter, at the ends of the fence where the property meets the adjacent neighbor's property line.
   (d) All properties shall be developed per a landscaping plan approved by the Plan Commission that integrates Cottage Garden or English Garden landscaping design styles. Cottage Garden design uses a multitude of fragrant flowers in bold and pastel hues, arranged in what appears to be a haphazard manner; the plants are a mix of perennials, annuals, and biennials, creating an on-going and evolving display of color throughout the spring, summer and fall seasons. Typical of

the Cottage Garden style are climbing roses, flowering vines, and cascading plants that utilize space and create vertical interest. The feel is relaxed and natural. Cottage Garden design can be described as whimsical, inviting, and romantic. The English Garden is more structured and involves a combination of flowering gardens and well-groomed lawns, pathways, shrubs and trees. The feel of the English Garden is described as 'controlled chaos'. Like the Cottage Garden, it uses plentiful and diverse flowers and greenery and tries to keep a balance of colors and designs. Typical in the English Garden are roses, clematis, delphiniums and wisteria. Colors and textures change with the seasons.

(e) All landscaping plans require review by the Plan Commission, if required by the Plan commission, a Development Agreement.

(f) The Village may require a sidewalk be installed, dependent on location.

(4) Parking. Due to the shallow depth of some lots in the B-2 district, it is often difficult to meet current parking standards found in Chapter 66, Sec. 400. Furthermore, it is acknowledged that many of the land uses allowed in this overlay rely on pedestrian traffic, not requiring parking.

(a) Non-conforming parking lots may be retained but shall not be reduced in number.

(b) If a land use change or expansion requires 25% or fewer additional parking stalls in addition to what is on site at time of permit application, the parking lot shall be increased to provide as many additional stalls as possible, within the dimensional requirements of this code, even if the resulting parking lot cannot provide all required stalls. If the additional parking required exceeds 25% of the available parking spaces on site, the application may be denied, or, the Plan Commission may make a special exception due to unique or unusual circumstances. If the new configuration of the parking lot does not meet setback or other design requirements, a variance shall be required.

(c) Any redevelopment or modification that results in an increase in the floor area of the pre-development structure, shall provide additional parking, as directed by the Plan Commission, provided the green space on the lot is 25% or greater. The design of the new parking areas shall be dictated by the Plan Commission, who shall take into account topography, green space, safety, runoff and aesthetics. Unhabitable basements, attics, and open porches or decks shall not be included in the floor area calculation.

(d) For those existing land uses that do not have parking onsite, or sufficient parking onsite for employees, provisions shall be made for employee parking that does not rely on public parking areas. The village may require a per employee fee in lieu of parking, said fee to fund a public parking lot in the Village. As an alternative, the Village may require bicycle racks to encourage non-motorized work trips.

(e) New uses, or the development of a vacant lot, shall have the parking requirements set by the Plan Commission, based on need, lot size, and the practicality of the use generating additional vehicular traffic to the neighborhood.

(5) Setbacks

(a) Applicable To Existing Developments That Do Not Meet The Setback Provisions in Sec. 66.0322(4):

All properties in the B-2 Overlay District may be redeveloped utilizing the setbacks of the pre-construction development, provided no development occurs in a public right-of-way, easement, or on an adjacent lot. However, in such scenario, the footprint of the original structure may not be increased. In addition, a public hearing shall be held to ascertain if there are public concerns or objections that may need to be mitigated, or warrant modifications to the proposed project.

(b) Applicable To New Developments On Vacant Lots and Existing Developments That Meet The Setback Provisions In Sec. 66.0322(4):

The Plan Commission may reduce setbacks to make the new structure appear it was developed approximately the same time as the development of the adjacent properties. Setback

averaging may be used to determine setbacks. Setbacks may be determined by considering existing or desired neighborhood development patterns.

(c) The modifications permitted in Sec. 66.0602, *Setback Modifications*, apply to the B-2 Overlay.

(6) Height

(a) *How Measured.* The total height of a building is that vertical distance of the front, or roadside, of a structure as measured from pre-existing grade along the roadbed nearest the proposed structure or modification to the highest point on the highest roofline. Said height limit shall exclude the modifications permitted in Sec. 66.0601(1), *Height Modifications*. It is acknowledged that due to topography a structure may be higher in the rear, or the side of the building not facing the road, and in such situation the excessive height shall be mitigated by installing era appropriate fencing and planting additional trees to minimize the view of the back of the structure as seen from adjacent lots, said fencing, canopy size and height to be determined by a ¾ majority vote of the Plan Commission.

(b) Height Limits.

(1) For those properties located in the Bluff Overlay Zone, no structure shall exceed 30' in height.

(2) For those properties located along Parkview Lane and Parkview Drive, structures are limited to 24 feet in height.

(3) For all other properties in the B-2 Overlay, structures shall not exceed 30 feet and two (2) floor levels; unhabitable basements and attics shall not be counted as a building floor.

(7) Accessory Buildings. With the exception of a singular one-story free-standing garage, accessory buildings shall be prohibited. A free-standing garage shall not exceed 24 feet x 24 feet and shall be architecturally compatible with the primary structure on the lot. Said garage requires architectural review by the Plan Commission and is subject to the landscaping requirements above.

(8) Signage.

(a) Each property is allowed one ground or wall sign or projecting sign indicating the name of the property or business. Said sign shall be free-standing, or on the wall of the building, or extend from the overhang or roof of a porch, but not obstruct pedestrian access or travel. A free-standing (ground mounted) sign shall not exceed 8 square feet; a wall sign or sign extending from an overhang, roof or porch, shall not exceed 16 square feet. The sign shall be made of wood, appear woodgrain in texture, be three-dimensional, and have a scroll to the artwork. All such signs require design approval of the Plan Commission Chair. Said signs cannot be located in a public right-of-way, easement, or over a property line. If the sign is a ground mounted sign, the base of the sign shall be landscaped to match the landscaping on the lot. Said sign shall be made of wood or three- dimensional resembling wood; no metal signs shall be allowed.

(b) Each property is also allowed one wall sign, adjacent to the primary entrance to the building, said sign not to exceed 4 square feet in area. The sign shall be made of wood or three-dimensional resembling wood; no metal signs shall be allowed. No sign shall be illuminated from within, including 'open' signs.

(c) One sandwich board sign is allowed, provided the signboard is slate with a three-dimensional woodgrain trim and does not exceed 6 square feet, including the trim. Said sandwich board sign is not permitted off-site or on a sidewalk.

(d) One sign placed at the entrance of the space for each separate tenant space in multi-tenant buildings may be placed on the building and each directory sign shall not exceed two square feet per side. In lieu of one entrance directory sign for each separate tenant space, a single wall sign may be permitted. The area of the wall sign shall be no larger than the cumulative amount of the permitted separate entrance directory signs. The sign shall be in addition to the signs and size limitations allowed above.

(9) Number of Uses Per Lot. Every current lot that was in existence as of the date the Village of Sister

Bay adopted zoning shall be considered a separate, buildable lot, provided a structure thereon can meet setbacks and contains adequate space for a building and required parking. Every such lot shall be permitted one building to house one of the uses listed in the Table of Uses allowed in the B-2 district, or as approved by conditional use permit. A second use in a building may be allowed provided the Plan Commission finds there will be no additional need for parking or the parking demanded can be accommodated on the same property.

SECTION 66.0344 – BP – BLUFF PROTECTION OVERLAY DISTRICT

Sec. 66.0344 BP Bluff Protection Overlay District

The Bluff Protection Overlay District (BP) is hereby established as a district which overlaps and overlays existing base zoning districts, the extent and boundaries of which are as indicated on the official zoning map for the Village. Overlay districts provide for the possibility of superimposing certain additional requirements upon a basic zoning district without disturbing the requirements of the basic district. The uses of the underlying standard zoning district shall remain in force.

(1) Intent.
   (a) To promote safe conditions by preventing placement of roads on highly inclined surfaces.
   (b) To preserve escarpments as landmark features that contribute to the scenic diversity and attractiveness of the Village.
   (c) To preserve flora and fauna habitats.

(2) Location of Requirements. The Bluff Protection Overlay District shall be identified on the official zoning map of the Village. The location of the bluff on a parcel shall be determined by a trained expert or Geologist acceptable to the Plan Commission.

(3) Permitted Uses. Principal Uses shall be those permitted in the underlying zoning district. Uses prohibited in the underlying zoning district are also prohibited in the Bluff Overlay District.

(4) Conditional Uses. Conditional Uses shall be those permitted in the underlying zoning district.

(5) Site Plan Required. A site plan prepared in accordance with Sec. 66.1050 is required for all uses.

(6) Setbacks. There shall be at least a 25-foot setback from the crest of the bluff. The crest shall be established by means of a site inspection by the Village, the location of which will be plotted by the applicant on the site plan based upon the zoning map.

(7) Special Requirements.
   (a) No roads or driveways shall be placed on slopes of 30% to 39% unless the roads or driveways are placed parallel to the bluff face. No roads or driveways shall be placed on slopes of 40% or greater.
   (b) The clearing of trees, shrubbery, undergrowth, and other ground cover located within bluff protection areas shall be permitted for:
      1. Building footprints.
      2. Sites for wastewater disposal systems.
      3. Driveways, not to exceed 20 feet in width.
      4. The area on a lot, excluding the bluff crest and face, extending not more than 15 feet from the exterior walls of principal buildings and ten feet from accessory buildings. In addition, sufficient vegetation shall be left between all side lot lines and development (as defined in Sec. 66.2100) to screen the development from view from the adjacent lots.
   (c) *Violations.* Anyone found in violation of the tree cutting regulations specified in sub. (b) shall pay the greater of two times the price of a citation for a violation of the zoning code, plus court costs if applicable, or, the value of the tree as determined by a qualified Forester of the Village's choice. The violator shall pay the cost of the Forester to conduct their valuation. Additionally, they shall revegetate the cleared site to the same density as prior to the violation occurring, as determined by the Plan Commission. Every day of violation shall constitute a separate offense. Trees to be planted to rectify the violation shall be of such size, density, and variety so as to screen buildings. A revegetation plan shall be submitted to the Zoning Administrator by a professional landscape engineer and the trees planted by a landscape firm registered in the state of Wisconsin to conduct business. The Zoning Administrator reserves the right to require the violator to apply for a conditional use permit and appear before the Plan Commission to have the revegetation plan approved.

(8) Tree topping. Tree topping, which is defined as tree cutting or sculpturing where only a portion of the tree is removed to improve the view is prohibited within the Bluff Protection Overlay District.
   (a) In the area on the balance of the lot, selective removal of trees, shrubbery, undergrowth and other ground cover is permitted provided that:
      1. No more than thirty percent (30%) of this area on the lot shall be cleared.
      2. The clearing of the thirty percent (30%) described above shall not result in strips of cleared openings of more than 30 feet in any 100-foot wide strip, nor create a cleared opening strip greater than 30 feet wide.
   (b) In the remaining seventy percent (70%) of this area, cutting and pruning shall leave sufficient cover to screen vehicles, dwellings, and other structures. Even though vegetation removal is permitted by this Code, the Village strongly recommends that the existing vegetation, including trees, shrubbery, undergrowth and ground cover, be preserved to the greatest extent possible to protect the ecosystem of the bluff.
   (c) Pruning of trees is not permitted, except for the removal of dead, diseased or dying trees.

(9) Special Cutting Plan. A Special Cutting Plan allowing greater cutting may be permitted by the Plan Commission by issuance of a Conditional Use Permit. In applying for such a permit, the Commission may require the lot owner to submit a drawing of their lot including the following information: location of all structures, location of parking, and gradient of the land, existing vegetation, proposed cutting and proposed replanting. The Commission may grant such a permit only if it finds that such special cutting plans:
   (a) Will not cause undue erosion or destruction of scenic beauty.
   (b) Will provide substantial shielding from the water of dwellings, accessory structures and parking area. The Commission may condition such a permit upon a guarantee of tree planting by the lot owner. Such an agreement shall be enforceable in court.
   (c) Is consistent with established forest management practices.

SEC. 66.0345 – WHP - WELLHEAD PROTECTION OVERLAY DISTRICT

Sec. 66.0345 WHP Wellhead Protection District

The Wellhead Protection District (WHP) is intended to ensure the provision of a safe and sanitary drinking water supply for the Village by establishment of a wellhead protection area surrounding the wellheads for all wells which are the supply sources for the Village water system and by the designation and regulation of property uses and conditions which may be maintained within such zones to minimize public and private losses due to contamination of the public water supply. These regulations are established pursuant to the authority granted by the Wisconsin Legislature in 1983, Wisconsin Act 410 (effective May 11, 1994), which specifically added groundwater protection to the statutory authorization for municipal planning and zoning in order to protect the public health, safety, and welfare.

(1) Establishment of Wellhead Protection Area. There is hereby established a use district to be known as the Wellhead Protection Area, identified and described as all the areas including those of the cone of depression due to the average pumping capacity of the wells, the areas encompassing the zone of contribution for a five (5) year time of travel to the wells, and the recharge areas influencing the wells.
   (a) The area(s) designated as the Zone of Influence for the well(s) is hereby known as the Primary Protection Zone(s). It begins at the wellhead and extends radially outward a distance of 500 feet from the well. Additional protection beyond the Primary Protection Zone shall be accomplished by the establishment of Management Zones.

(2) Boundaries. The boundaries of the Primary Management Zone shall begin at a point or points along the outer perimeter of the Primary Protection Zone and extend outward to all points within and including the designated Zone of Contribution for the five (5) year time of travel to each of the wells. Furthermore, as the annual average pumping capacity of the wells is changed, the Primary Management Zone boundaries shall be changed in like manner.
   (a) The boundaries of the Secondary Management Zone shall include all the area extending between the Primary Management Zone outer perimeter and a minimum of one mile radially or the Village limits boundaries (whichever is less) from any well supplying water to the aforementioned community water system.
   (b) Subsequent and additional Management Zones may be established whenever it is found that the Wellhead Protection Zone needs to be expanded to provide adequate protection for the groundwater within and/or adjacent to the Wellhead Protection Area.
   (c) The following protection requirements shall be based upon the location of the following Village wells:
      1. Well Number 1: Scandia Road at N. Bay Shore Drive;
      2. Well Number 2: Applewood Road (Formerly Smith Drive) at Highway 57;
      3. Well Number 3: Hill Road at North Spring Road.
   (d) A detailed map of the different zones shall be maintained by the Zoning Administrator and shall be incorporated into the Official Zoning Map of the Village.

(3) Substances Regulated. The materials regulated by this Section shall consist of the following:
   (a) Petroleum products as defined in Sec. 66.2100.
   (b) Substances listed in the Federal Hazardous Waste List.
   (c) Substances other than those listed on the Federal Hazardous Waste List that are determined by State or Federal agencies to pose a significant threat to any community water supply well or well field.

(4) Restrictions Within The Wellhead Protection Area. Restrictions within each zone of the Wellhead Protection Area shall be determined by the Village Board or their appointee. The Board or their appointee shall conduct a survey of the wellhead area and identify the potential sources of

contamination therein. After assessing the local groundwater protection needs, the method or combination of management methods shall be submitted for approval. The restrictions within each zone may be modified periodically to provide additional protection or to prevent future contamination.

(a) The following uses or conditions shall be and are hereby prohibited within the Primary Protection Zone:
1. Existing uses or conditions that are prohibited under this section but are desired to continue must comply with the requirements of Sec. 66.0345(6).
2. Agricultural activities.
3. Feedlots or other concentrated animal facilities.
4. Gas Stations.
5. Vehicle repair establishments, including auto body repair.
6. Junk yards or auto salvage yards.
7. Bus or truck terminals.
8. Impervious surfaces other than roofs of buildings, and streets, parking lots, driveways and sidewalks.
9. Dry cleaning businesses.
10. Any manufacturing or industrial business.
11. Electroplating facilities.
12. Exterminating businesses.
13. Sanitary landfills.
14. Sanitary sewer lines within 100 feet of a wellhead.
15. Animal waste spreading.
16. Septic tanks or drain fields appurtenant thereto.
17. Storm water infiltration basins.
18. Hazardous waste disposal sites.
19. Surface use or storage of hazardous material, including commercial use of agricultural pesticides.
20. Underground storage.
21. Salt storage.
22. Bulk herbicide and/or pesticide storage and use.

(b) The following uses or conditions shall be and are hereby prohibited within Management Zone One:
1. Junk yards and auto salvage yards.
2. Sanitary landfills.
3. Hazardous waste disposal sites.
4. Storm water infiltration basins.

(c) The following uses or conditions are permitted within Management Zone One only as a special exception. A conditional use permit may be granted to an individual and/or facility to allow a special exception use. In order to receive a conditional use permit, an individual and/or facility must demonstrate compliance with applicable Federal, State and County requirements.
1. Feedlots or other concentrated animal activities.
2. Gas stations.
3. Vehicle repair establishments, including auto body repair.
4. Bus or truck terminals.
5. Dry cleaning businesses.
6. Any manufacturing or individual business.
7. Electroplating facilities.
8. Exterminating businesses.

9. Animal waste spreading.
10. Septic tanks or drain fields.
11. Bulk salt storage.
12. Surface use or storage of hazardous materials.

(d) The area within Management Zone Two shall be managed by conducting a public education program to inform the property owners of the need for and methods of wellhead protection. If additional management methods are necessary, the appropriate governing bodies with jurisdiction over the area within Management Zone Two shall be notified.

(5) Exemptions. Individuals and/or facilities may request that the Village issue a conditional use permit for a special exception use in the Wellhead Protection Area. All requests shall be in writing either on or in substantial compliance with forms to be provided by the Village and shall include an environmental assessment report prepared by a licensed environmental engineer. The report shall be forwarded to the Village Engineer and/or designee(s) for recommendation and final decision by the Village Board. The individual/facility shall reimburse the Village for all consultant fees associated with this review at invoiced amount plus administrative costs. Any uses shall be conditional and may include required environmental and safety monitoring consistent with local, state, and federal requirements, and/or bonds and/or sureties satisfactory to the Village.

(a) The following activities or uses are exempt from the provision of this chapter.

1. The transportation of any hazardous substance through the wellhead protection area, provided the transporting vehicle provides adequate primary and secondary containment and is in-transit.
2. The use of herbicides and pesticides is allowed within the Management Zones, provided best management practices are used or it is determined that the use of such herbicides and pesticides does not pose a serious threat to the groundwater.
3. The use of any hazardous substance solely as fuel in a vehicle fuel tank or as a lubricant in a vehicle.
4. Fire, police, emergency medical services, emergency management center facilities or public utility transmission facilities.
5. Retail sales establishments that store and handle hazardous substances for resale in their original unopened containers.
6. Consumer products limited to use at a facility solely for janitorial or minor maintenance purposes.
7. Consumer products located in the home, which are used for personal, family or household purposes.
8. The storage and use of hazardous substances as fuel or lubricant to provide auxiliary power for emergency use to the well field provided an enclosed secondary containment system is provided for the substance.
9. Any water treatment chemicals connected with the operation of the wells.
10. Storm water retention ponds constructed in a manner approved by the Village and/or the Village Engineer may be placed in the management zone. The soil beneath the retention pond shall have a low rate of water transmission, less than 0.15 inches per hour.

(6) Requirements For Existing Facilities. The following requirements are to be met by existing facilities wishing to continue with activities prohibited under Sec. 66.0345(4).

(a) Facilities shall provide copies of all federal, state and county operation approvals or certificates and ongoing environmental monitoring results to the Village.

(b) Facilities shall provide additional environmental or safety structures/monitoring as deemed necessary by the Village, which may include but are not limited to storm water runoff management and monitoring.

(c) Facilities shall replace equipment or expand in a manner that improves the existing environmental and safety technologies already in existence.

(d) Facilities shall have the responsibility of devising and filing with the Village a contingency plan satisfactory to the Village for the immediate notification to Village officials in the event of an emergency.

(7) Penalties. In the event of the release of any contaminants which endanger the Wellhead Protection Area, the activity causing said release shall cease immediately and a cleanup satisfactory to the Village shall occur. The individual/facility participating in such activity shall be responsible for all costs of cleanup, as well as Village consultant fees at the invoiced amount plus administrative costs for oversight review, and preparation of all related documentation. These costs may include but are not limited to:

(a) The cost of Village employees' time associated in any way with the cleanup based on the hourly rate paid to the employees multiplied by a factor determined by the Village representing the Village's cost for expenses, benefits, insurance, sick leave, holidays, overtime, vacation, and similar benefits;

(b) The cost of Village equipment employed; and,

(c) The cost of mileage reimbursed to Village employees attributed to the cleanup.

(d) The costs recoverable as provided herein shall be in addition to the penalty for this section.

SECTION 66.0346 – RS - RIDGES & SWALES OVERLAY DISTRICT

Sec. 66.0346 RS - Ridges and Swales

The purpose of the Ridges and Swales Overlay District (RS) is to recognize and protect landforms that owe their existence to the dynamic forces of water acting upon the land during various periods of rising and falling lake levels. The events that produced these landforms apparently occurred during approximately the last four thousand (4,000) years. These geologic features and the wild plant and animal life supported on them are of significant scientific interest. The ridges and swales complexes also contribute to the special aggregate landscape of the Village.

(1) Determination. The location of ridges and swales complexes shall be determined by a trained expert or Geologist acceptable to the Plan Commission.

(2) Requirements.

(a) Buildings and structures shall be placed, to the greatest practical extent, on the uppermost ground surfaces of ridges.

(b) No buildings and structures, except roads constructed in accordance with subsection (e) that follows, shall be placed in swales.

(c) The ridges ground surfaces shall not be reshaped by excavation, except for customary excavation necessary to construct roads and foundations of buildings and structures; by grading; or by filling, except for customary backfilling around foundation walls of buildings and structures, construction of roads in accordance with subsection (e), and construction of parking areas.

(d) The swales ground surfaces shall not be reshaped by excavating, grading or filling, except as necessary for road construction in accordance with subsection (e).

(e) Road construction in ridges and swales complexes shall occur in accordance with the following:

1. Roads shall be placed, to the greatest practical extent, on the uppermost ground surfaces of the ridges.
2. Roads shall not be placed in swales, except for that portion which is the minimum necessary to continue a road from one ridge to the adjacent ridge. The road portion in the swale shall be constructed to allow free and continuous movement of surface water through the road by means of culverts and/or bridges.
3. The road shall be constructed with the minimum cross-sectional area necessary to serve the intended use.
4. Road construction activities shall be carried out in the immediate area of the road only.

SECTION 66.0347 – WOODLAND OVERLAY DISTRICT

Sec. 66.0347 - Woodland Overlay District

This district serves to protect the village's tree canopy from destruction, aid in climate regulation, air and water purification, soil conservation, provide essential habitat and food sources for wildlife, and enhance the natural beauty of the village.

(1) Determination. The location of the woodlands in the Woodland Overlay District are those woodlands identified on the Future Land Use Map in the village's comprehensive plan.

(2) Requirements.

(a) Buildings and structures shall not be placed, to the greatest practical extent, on those portions of a lot designated Woodland Overlay District. If there is not a building site, that meets setback requirements, on the lot outside the woodland area, a portion of the woodland area may be used for development upon approval of the Plan Commission upon finding no practical building site exists outside the woodland area.

(b) If, upon approval by the Plan Commission in sub. (a) above, development is allowed in a woodland overlay area, no trees may be removed beyond the edge of the tree canopy adjacent to the building or structure.

(c) No roads or driveways shall be installed in the Woodland Overlay District except those necessary to serve an approved building site. In the event such road or driveway is necessary, the road or driveway shall not exceed the minimum width required by this code, and no trees beyond the minimum width of the road or driveway shall be removed, unless such tree removal has been approved by the Plan Commission. The Plan Commission may consult with a registered professional forester, certified forester, or registered landscape engineer to determine if tree removal is required, how to protect the tree canopy or root structure, or other information necessary to allow the road or driveway to be installed while protecting the woodland cover; the applicant shall pay the costs of such consultation.

(d) Woodlands shall not be clear cut, thinned, uprooted, removed or topped except as allowed above or as recommended to prevent disease, the spread thereof, or to control invasive species. A special cutting plan prepared by a registered professional forester, certified forester, or registered landscape engineer shall be submitted to the village and approved by village staff prior to removing woodland vegetation to address disease and invasive species concern.

SECTION 66.0350 – RO – RESTAURANT OVERLAY DISTRICT

Purpose. The purpose of the standards in this section is to regulate the number, location and operation of various types of restaurants in order to maintain the Village's unique character, the vitality of the commercial districts, and the quality of life of Sister Bay residents.

(1) Definitions.

General Restaurant. An eating-place, whether a principal use or accessory use, selling a full line of prepared food and drinks using non-disposable plates, glasses and utensils for immediate consumption on the site. The business provides tables and chairs, table service, and is available to persons of all ages. The use shall not exhibit the characteristics of a drive-in, formula or fast food establishment. Customers shall be provided with individual menus while seated at a table or counter. Food sold for consumption off-premise shall be incidental to the primary use. Such food shall be placed in covered containers or wrappings, and all house-brand labeled food store goods such as vinegars, oils and salad dressings shall be pre-packaged and sealed.

Drive-In Restaurant.

An eating place, whether a principal use or accessory use which:

(a) Prepares food intended for consumption in vehicles that may or may not be parked on the site; or,

(b) Provides for the ordering of food while the customers are seated in vehicles.

Formula Restaurant. An eating-place, whether a principal use or accessory use, that is one of a chain or group of three or more establishments and which satisfies at least two of the following three standards:

(a) It has the same or similar name, brand, trade name, or trademark as others in the chain or group;

(b) It offers any of the following characteristics in a style which is distinctive to and among the chain or group:

1. Exterior design or architecture; and,
2. Employees are required to wear uniforms. (The wearing of a personal identification tag by an employee or utilization of a simple logo will not render clothing to be considered a "uniform".)

(c) It utilizes standardized menus, ingredients, food preparation or food presentation format which causes it to be substantially identical to another restaurant regardless of ownership or location; and,

(d) It is a fast food restaurant.

Fast Food Restaurant. An eating-place, whether a principal use or accessory use, selling food to be consumed on or off the site where:

(a) Food is quickly made upon the customer's order or is pre-made and wrapped before customers place orders, and/or

(b) Food is served with disposable tableware for on-site consumption.

A fast food restaurant also exhibits two or more of the following characteristics:

(a) Food is ordered from a wall menu at a service counter;

(b) Food consumed on the premises is ordered while customers are standing;

(c) Payment is made by customers before food is consumed;

(d) The service counter is closer to an entry/exit than is the seating/dining area; and,

(e) The business interior is brightly illuminated (greater than 8 candle foot power as measured in a horizontal plane 3 feet above the floor).

Take-Out Restaurant. An eating place, whether a principal use or accessory use, selling ready-to-eat, prepared snack food and full meals for immediate consumption off the site while patrons are walking or standing in the public right-of-way or are seated in vehicles.

Drive-up Window Restaurant. A window opening to the outdoors designed to furnish food or beverages to motorists.

Walk-up Window Restaurant. A window opening to the outdoors designed to furnish food or beverages to pedestrians.

Drive-through Restaurant. A paved area serving as a queuing or staging area for motorists to receive food that they have ordered.

(2) Applicability. The regulations in this section shall apply as an overlay district for the B-1 General Business, the B-2 Downtown Transition District, the B-3 Downtown Business District and the I-1 Institutional District.

(3) Permitted Uses. A general restaurant whether a principal use or accessory use, shall be permitted subject to the following requirements.
- (a) Underlying district lot area and width; building height and area; setbacks; special standards and parking.
- (b) Site plan and architectural review and such others as apply.

(4) Conditional Uses. A fast food, drive-in or take-out restaurant whether a principal use or accessory use may be granted a Conditional Use Permit subject to the following requirements.
- (a) The underlying district lot area and width; building height and area; setbacks; special standards and parking must all be satisfied.
- (b) Site plan and architectural review.
- (c) Approval of the fast food, drive-in or take-out restaurant with or without a walk-up window will contribute to a diverse and appropriate blend of businesses in the Village;
- (d) Approval of the fast food, drive-in or take-out restaurant will complement those businesses already in the Village and help promote and foster the local economic base as a whole.
- (e) The fast food, drive-in or take-out restaurant will be compatible with existing surrounding uses; has been designed and will be operated in a non-obtrusive manner to preserve the community's character and ambiance; and the proposed intensity of uses on the site is appropriate given the uses permitted on the site and on adjoining sites, including but not limited to the following:
  1. The size of any individual fast food, drive-in or take-out restaurant shall not to exceed 2,500 square feet of gross floor area.
  2. The street frontage of any individual fast food, drive-in or take-out restaurant shall not exceed 65 feet in width.
  3. So long as the Plan Commission finds that establishing or relocating the fast food, drive-in or take-out restaurant will not increase the intensity of use on the site to a level that will adversely impact:
     a. Land uses in the area;
     b. Pedestrian or motor vehicle traffic; or,
     c. The public welfare.
  4. There shall not be a substantial impact to the public safety from increased traffic. At the discretion of the Plan Commission, the applicant may be required to submit a traffic study, prepared by a Wisconsin Registered Professional Engineer, and approved by the Plan Commission.
  5. There shall not be any impacts to the roadway or abutting properties from the loading area.
  6. Approval of the fast food, drive-in or take-out restaurant will be consistent with the policies and standards of the Village's Comprehensive Plan as approved and amended.

(5) Excluded Uses. The following uses are excluded from the overlay district.
- (a) Formula restaurants, drive-up window restaurants and drive-through restaurants, which are all prohibited.
- (b) (Reserved.)

(6) Change of Occupancy or Intensity of Use. A change of occupancy, change of intensity of use, or a change in type of restaurant shall require Plan Commission review and approval. A change of business model shall not require Plan Commission review and approval unless the change is deemed significant by the Zoning Administrator. Change of ownership shall not, by itself, require Plan Commission approval unless there is a change of occupancy, change of intensity of use, change of business model or a change in type of restaurant. The regulations in this section shall be used by the Plan Commission in reviewing an application or an application for occupancy.

(7) Existing Restaurants. All formula restaurants with their respective business models in existence as of July 1, 2010, fast food restaurants, drive-in restaurants and take-out restaurants shall be considered 'grandfathered non-conforming uses' if they do not meet any of the regulations in this Section.

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SECTION 400 - TRAFFIC, LOADING, PARKING AND ACCESS

Sec. 66.0401 Traffic Visibility

No obstructions, such as structures, parking areas, or vegetation, shall be permitted in any district between the heights of 2.5 feet and 10 feet above the plane through the median curb grades [*See Illustration No. 1*] within the triangular space formed by any two existing or proposed intersecting street or alley right-of-way lines and a line joining points on such lines located a minimum of 15 feet from their intersection. *[See Illustration No. 2]* In the case of arterial streets intersecting with other streets, the corner cut-off distances establishing the vision triangle clearance space shall be increased to 50 feet. [*See Illustration No. 2]*

Sec. 66.0402 Loading Requirements

On every lot on which a business use is hereafter established, space with access to a public street or alley shall be provided as specified below for the loading and unloading of vehicles off the public right-of-way.

(1) Number of loading and unloading spaces required.

Gross Floor Area of Building	
In Square Feet	**Number of Spaces**
Under 5,000	1
5,000-24,999	2
25,000-49,999	3
50,000-99,999	4

(a) For each additional 25,000 square feet (or fraction thereof) of gross floor area, one additional loading and unloading space shall be provided.
(b) Each loading and unloading space shall have access to a public dedicated street or alley.
(c) The minimum area for each loading and unloading space, excluding the area needed to maneuver, shall be 250 square feet.
(d) At no time shall any part of a truck or van be allowed to extend into the right-of-way of a public thoroughfare while the truck or van is being loaded or unloaded.

Sec. 66.0403 Parking Requirements

In all districts and in connection with every use, there shall be provided at the time any use is erected, enlarged, extended or increased, off-street parking spaces and lots for all vehicles in accordance with the following:

(1) Access. Adequate access to a public street shall be provided for a parking space, and driveways shall be at least 10 feet wide for one and two-family dwellings, and a minimum of 24 feet wide at the property line for all other uses. *[See Sec. 66.0406 - Highway Access, for more detailed restrictions]*
(2) Parking Space Size. The minimum dimensions of each parking space shall be nine feet by 20 feet (9' X 20') except for spaces provided for use by physically disabled persons.
(3) Parking Spaces For Use By Physically Disabled Persons. All open off-street parking areas providing more than twenty (20) parking spaces, except for parking areas restricted to use by employees only, shall provide parking spaces for use by motor vehicles that transport disabled persons in accordance with the requirements of Wis. Stats. §346.503.
(4) Parking Lot Geometrics. The minimum length of parking stalls shall be modified in parking lots based on the aisle width and the angle of parking. Parking stalls shall conform to the following minimum dimensions:

Parking Angle	Minimum Stall Width	Minimum Perpendicular Stall Width	Minimum Aisle Width
90°	9 ft.	20 ft.	22 ft.
75°	9 ft.	20 ft.	19 ft.
60°	9 ft.	19 ft. 6 in.	16 ft.
45°	9 ft.	19 ft. 6 in.	13 ft.
30°	9 ft.	66 ft.	10 ft.

(5) Location. Location of parking spaces is to be on the same lot as the principal use except as provided in Sec. 66.0405.

NOTE:

Residential Parking shall be located in a garage or carport or on a driveway that does not exceed 24 feet in width, except for a spur that is a maximum of 10 feet by 20 feet or the flare to access a parking area in the side or rear yard.

Business Parking Lots and Driveways adjacent to a residential zoning district line shall, at a minimum, provide buffer yards as required by Sec. 66.0303.

Business and Institutional Parking Lots and Driveways shall be located no closer than 15 feet to a residential zoning district line.

(6) Surfacing.

(a) *Parking Lots and Other Areas*. In all zoning districts other than P-1, R-1, R-3, R-4 and CS-1 all off-street parking lots, driveways, service roads, storage areas and such other areas determined by the Plan Commission shall be surfaced with an asphaltic concrete or Portland cement pavement; to provide a durable and dust-free surface and shall be so graded and drained as to dispose of all surface water in accordance with the requirements of the Municipal Code of the Village. Brick, block or open block or other materials designed to be permeable and designed to carry the load of the vehicles shall be allowed with the approval of the Plan Commission. The required off-street parking lots, driveways, service roads, storage areas and such other areas shall be completely paved prior to the issuance of the occupancy permit for all new buildings and prior to the final inspection of all building additions. However if the new building or building addition is completed during the November to March period, the pavement shall be completed by July 1 of the following year.

(b) *Residential Driveways*. All driveways serving single-family residences in all zoning districts shall be surfaced with asphaltic concrete or Portland cement pavement from the edge of the pavement to edge of the right-of-way within one year of the issuance of the initial occupancy permit.

(c) *Approaches.* All driveway approaches shall be installed in accord with the provisions of the Municipal Code.

(7) Landscape Area. All off-street parking lots, which serve four (4) vehicles or more and are created or extended subsequent to the adoption of this chapter, shall provide accessory landscaped areas; which may be landscape islands, landscape peninsulas or peripheral plantings totaling not less than five percent (5%) of the surfaced area. For parking lots designed for twenty (20) parking spaces or more, at least one-half of the minimum five percent (5%) landscaped area shall be within the parking lot. When parking lots are extended, these regulations shall apply only to the extended portion of the parking lot. Location of landscape areas, plant materials and protection afforded the plantings,

including curbing and provision for maintenance shall be subject to approval by the Plan Commission. Landscape islands or peninsulas shall be dispersed throughout the off-street parking area. All plans for such proposed parking areas shall include a topographic survey or grading plan, which shows existing and proposed grades and location of improvements. The preservation of existing trees, shrubs, and other natural vegetation in the parking area may be included in the calculation of the required minimum landscape area. *[See Illustrations No. 3 and No. 4]*

(8) Parking Lot Screening. Those parking areas for four (4) or more vehicles, if adjoining a residential zoning district line or public right-of-way, shall be screened from casual view by an earth berm, a stonewall, fence, evergreen planting of equivalent visual density or other effective means approved by the Plan Commission. Such fence or berm and landscaping together shall be an average of 3 feet in height between the parking and the street right-of-way and 6 feet in height between the parking and any adjacent residential property line. All screening materials shall be placed and maintained at a minimum height of 3 feet. The Plan Commission may require greater screening requirements for parking of large trucks, semi-trailers and large equipment.

(9) Residential Parking. Single-family and two-family residential parking shall be limited to parking within garages and upon residential driveways. Paving beyond driveways to cover all or substantial portions of a residential front yard shall be prohibited.

(10) Parking Space Requirements. The following guide specifies the minimum number of parking spaces required. In the case of structures or uses not specified herein, the number of spaces specified as the general standard for the use class or the number of spaces specified for similar use shall apply:

(a) In developments involving the establishment or addition of two (2) or more uses on one lot or parcel, the cumulative number of spaces required for each use shall determine the total number of spaces required.

(b) In the B-1, B-2 and B-3 Districts, the number of parking spaces required by this section shall be reduced by a credit of three (3) spaces. In granting the credit, the Plan Commission will take into account, all of the proposed required parking for all of the businesses or uses on the parcel(s) or building(s) that comprise the development. If a single development, building or parcel contains multiple businesses, the three (3) parking space credit shall only be provided once. The credit shall be applicable to future business additions to existing businesses.

(c) In the B-3 District, the number of residential parking spaces required by this section shall be reduced by a credit of one (1) space. In granting the credit, the Plan Commission will take into account, all of the proposed required parking for all of the residential uses on the parcel(s) or building(s) that comprise the development. If a single development, building or parcel contains multiple residential units, the one (1) parking space credit shall only be provided once. The credit shall be applicable to future residential unit additions to existing businesses.

(d) *Residential Uses (Including Garage Spaces*):

1. *Single-Family Dwellings*: Two (2) spaces per dwelling unit. Properties licensed as a short-term rental in detached single-family dwellings, regardless of the number of bedrooms rented, shall provide a minimum of two (2), and not more than four (4) conforming parking spaces on the property. Garage stalls which are made available for parking shall count toward the total number of stalls allowed on a property. Additional parking spaces can be authorized upon review by the Plan Commission. Additional parking needed on a temporary basis may be authorized upon the issuance of a Special Event Permit.
2. *Multiple-Family Dwellings*:
   a. In the R-2 District, one and one-half (1 ½) spaces per efficiency and one-bedroom dwelling unit, two (2) spaces per two-bedroom dwelling unit, and two and one-half (2 ½) spaces per three-bedroom or larger dwelling unit.
   b. In the B-2 and B-3 districts, one (1) space per bedroom.
3. *Condominiums, Residential*: One (1) space per one bedroom unit, one and a half (1 ½) space per two-bedroom unit and two (2) spaces per three-bedroom unit.

(11) Retail Sales and Customer Service Uses, and Places of Entertainment. Except as specifically set forth below: One (1) space per 150 square feet of gross floor area of customer sales and service, plus one (1) space per employee for the work shift with the largest number of employees. In the B-3 District the requirement shall be one space per 300 square feet of gross floor area of customer sales and service, plus one space per employee for the work shift with the largest number of employees:

(a) *Financial Institutions*. One (1) space for each 150 square feet of gross floor area of customer service, plus one (1) space per employee for the work shift with the largest number of employees. Financial institutions with drive-in facilities shall provide sufficient space for at least four (4) waiting vehicles at each drive-in service device and no queuing spaces shall preclude the use of any parking spaces, nor shall any queuing take place in the public right-of-way.

(b) *Funeral Homes*. One (1) space for each four (4) patrons at maximum capacity, whichever is greater, plus one (1) space per employee for the work shift with the largest number of employees.

(c) *Grocery Stores, Food Stores or Supermarkets*. One (1) space per 150 square feet of gross floor area of customer sales and service area, plus one (1) space per employee for the work shift with the largest number of employees.

(d) *Convenience Grocery Stores*. One (1) space per 150 square feet of gross floor area of customer sales and service, plus one (1) space per employee for the work shift with the largest number of employees.

(e) *Condominiums Hotels*. One (1) space per one bedroom unit, one and a half (1 ½) spaces per two bedroom unit and two (2) spaces per three bedroom unit, plus one space per employee for the work shift with the largest number of employees, plus one (1) space per three persons, based on maximum capacity for each public meeting room and/or banquet room.

(f) *Motels and Hotels*. One (1) space per room or suite, plus one (1) space per employee for the work shift with the largest number of employees, plus one (1) space per three persons, based on maximum capacity, for each public meeting room and/or banquet room.

(g) *Lodges and Clubs*. One (1) space per three persons, based on the maximum capacity of the facility, plus one (1) space per employee for the work shift with the largest number of employees.

(h) *Restaurants*. Generally, one (1) space per 150 square feet of gross dining space or one (1) space per four seats whichever is greater, plus one (1) space per employee for the work shift with the largest number of employees. In the B-2 and B-3, Districts when the general restaurant is an accessory use to the retail use on the property the Plan Commission may waive the non-employee parking upon request.

(i) *Restaurants, Fast Food, Drive-in and Take-out*. One (1) space per 50 square feet of gross dining area, plus one (1) space per employee for the work shift with the largest number of employees.

(j) *Repair Services*. One (1) space per 300 square feet of gross floor area, plus one (1) space per employee for the work shift with the largest number of employees.

(k) *Theaters, Auditoriums and Other Places of Public Assembly*. One (1) space per three patrons based on the maximum capacity of the facility plus one (1) space per employee for the work shift with the largest number of employees.

(l) *Personal Services*. One (1) space per employee for the work shift with the largest number of employees and one and a half (1 ½) space for every chair or customer service location in a barbershop, nail salon, tanning salon, hair salon or beauty parlor.

(m) *Taverns, Dance Halls, Night Clubs and Lounges*. One (1) space per 100 square feet of gross dining area or one (1) space per three seats, whichever is greater, plus one (1) space per employee for the work shift with the largest number of employees.

(n) *Motor Vehicle Sales Establishments*. Two (2) customer parking spaces per salesperson, plus one space per employee for the work shift with the largest number of employees.

(o) *Motor Vehicle Repair, Maintenance, and Service Stations*. Four (4) spaces per indoor service bay, plus one (1) space per employee for the work shift with the largest number of employees, plus parking for all vehicles used directly in the conduct of the business.

(p) *Car Washes*. One (1) space per employee for the work shift with the largest number of employees. Car washes shall provide sufficient space for at least four (4) waiting vehicles at each washing stall and sufficient space for drying two vehicles after each washing stall so as not to allow any queuing of vehicles to take place in the public right-of-way.

(q) *Animal Hospitals*. Three (3) patron parking spaces per doctor, plus one (1) space per employee for the work shift with the largest number of employees.

(r) *Plant Nurseries, Lawn and Garden Supply Stores and Lumberyards*. One (1) space per 200 square feet of gross indoor sales and display area, plus one (1) space per 500 square feet of gross outdoor sales and display area, plus one (1) space per employee for the work shift with the largest number of employees.

(s) *Shopping Centers (Gross Leasable Area of Less Than 50,000 Square Feet).* Seven (7) spaces per 1,000 square feet of gross leasable area plus one (1) space per employee for the work shift with the largest number of employees in the B-1 District only.

(t) *Shopping Centers (Gross Leasable Area of 50,000 Square Feet or More)*. Five and one-half (5 ½) spaces per 1,000 square feet of gross leasable area, plus one (1) space per employee for the work shift with the largest number of employees in the B-1 District only.

(12) Offices.

(a) *Medical, Dental and Similar Professional Health Service Offices*. Five (5) patron spaces per doctor, plus one (1) space per employee for the work shift with the largest number of employees.

(b) *Government, Professional and Business Offices*. One (1) space per 200 square feet of gross floor area, plus one (1) space per employee for the work shift with the largest number of employees, plus one (1) space for every three meeting room seats.

(13) Business/Recreational Uses, Except as Specifically Set Forth Below. One (1) space per four patrons, plus one (1) space per employee for the work shift with the largest number of employees.

(a) *Bowling Alleys*. Five (5) spaces for each lane, plus one (1) space per employee for the work shift with the largest number of employees.

(b) *Golf Courses*. Ninety (90) spaces per nine holes plus one (1) space per employee for the work shift with the largest number of employees.

(c) *Golf Driving Ranges*. One (1) space per tee, plus one (1) space per employee for the work shift with the largest number of employees.

(d) *Marinas*. One (1) space per five boat berths, plus fifteen (15) spaces per boat launching ramp, plus one (1) space per 500 square feet of dry boat storage area, plus one (1) space per employee for the work shift with the largest number of employees. At least 20 percent (20%) of the spaces required for boat launching ramps shall be at least 9 feet by 35 feet to accommodate cars with boat trailers.

(e) *Miniature Golf Courses*. One and one-half (1½) spaces per hole, plus one (1) space per employee for the work shift with the largest number of employees.

(f) *Racquetball and Handball Courts*. Three (3) spaces per court, plus one (1) space per employee for the work shift with the largest number of employees, plus parking for other uses.

(g) *Skating Rinks, Ice or Roller*. One (1) space per 200 square feet of gross floor area, plus one (1) space per employee for the work shift with the largest number of employees.

(h) *Tennis Courts*. Four spaces per court, plus one space per employee for the work shift with the largest number of employees.

(i) *Volleyball Courts*. Fifteen (15) spaces per court, plus one (1) space per employee for the work shift with the largest number of employees.

(14) Institutional and Related Uses.

(a) *Churches.* One (1) space per two seats in the main worship area.

(b) *Libraries*. One (1) space per 250 square feet of gross floor area or one (1) space per four seats based on maximum capacity, whichever is greater plus one (1) space per employee for the work shift with the largest number of employees.

(c) *Museums*. One (1) space per 250 square feet of gross floor area plus one (1) space per employee for the work shift with the largest number of employees.

(d) *Rooming and Boarding Houses, Bed and Breakfasts*. One (1) space per bedroom plus two (2) spaces per owner.

(e) *Convents, Rectories and Monasteries*. One (1) space per three residents plus one (1) space per employee for the work shift with the largest number of employees, plus one (1) space per five chapel seats if the public may attend.

(f) *Nursing Homes*. One (1) space per five patient beds, plus one-half (1/2) space per employee for the work shift with the largest number of employees, plus one (1) space per living unit.

(g) *Hospitals*. Two (2) spaces per three patient beds, plus one (1) space per staff doctor, plus one (1) space per employee, excluding doctors, for the work shift with the largest number of employees.

(h) *Children's Nursery Schools and Day-Care Centers*. One (1) space per employee for the work shift with the largest number of employees, and one (1) space for every seven students allowed under the State license.

(i) *Light Assembly and Light Manufacturing Uses*. One (1) space per employee for the work shift with the largest number of employees.

Sec. 66.0404 Adjustments to Required Parking

The purpose of this section is to allow adjustments to the minimum number of parking spaces required to avoid constructing unneeded and excessive off-street parking facilities. Reducing the amount of excess off-street parking facilities is intended to provide for more cost-efficient site development, to eliminate constructing more impervious surface than necessary, to minimize storm water runoff, to avoid construction of unnecessarily large storm water management facilities, and to provide more landscape areas and green space on business sites. To achieve these purposes, the Plan Commission may reduce the minimum number of required off-street parking spaces in specific cases as described in this section.

(1) Adjustments. In the R-2, B-1, B-2, B-3, P-1 and I-1 Districts, the minimum number of required parking spaces may be adjusted by the Plan Commission on a case-by-case basis. The petitioner for such an adjustment shall show to the satisfaction of the Plan Commission that adequate parking will be provided for customers, clients, visitors and employees. The following provisions and factors shall be used as a basis to adjust parking requirements:

(a) *Evidence That Actual Parking Demands Will Be Less Than Chapter Requirements.* The petitioner shall submit written documentation and data to the satisfaction of the Plan Commission that the operation will require less parking than the chapter requires.

(b) *Availability of Shared Parking.* The petitioner shall submit written documentation to the satisfaction of the Plan Commission that off-site shared parking spaces are available within 400 feet of the lot line and within the same block to satisfy the parking demand. When a reduction of parking spaces attributable to shared parking is requested, the petitioner shall submit written verification that such parking is available and shall include copies of any contracts, joint lease agreements, purchase agreements and other such documentation to show that such shared parking can be accomplished. All such agreements shall be recorded in the office of the Door County Register of Deeds, at the applicant's expense, and a copy of the recorded agreement shall be filed with the Village Clerk. The off-site shared parking spaces

shall be clearly posted for the joint use of employees, and/or tenants, or customers of each respective use sharing those spaces.

(c) *Use of Optional Modes of Transportation.* Upon demonstration to the Plan Commission that effective alternative transportation to an automobile will occur within twelve (12) months following the issuance of the Certificate of Compliance, the Plan Commission may reduce parking requirements. Optional modes of transportation may include, but are not limited to, bus transit, vanpool operations, car pool/ride sharing, moped, scooters and bicycles.

(2) Fee In Lieu of Creating Parking Spaces. A developer who cannot or chooses not to construct the required parking spaces on the parcel may be allowed to pay to the Village a fee in lieu of parking~~, as established by resolution of the Village Board~~. T~~t~~he rate shall be $1,000 per stall per year and shall be adjusted annually; the adjustment shall be calculated based on the annual percentage change in the Consumer Price Index. The fee in lieu of parking is ~~-~~to be paid into a fund established by the Village to construct and maintain common transition parking spaces. The payment of the fee to the Village in either instance shall absolve the developer from constructing the required number of spaces on their property.

Commented [BA2]: Update section to include a specific fee with adjustment increment.

(3) Large Vehicles. All businesses that cater to customers who drive vehicles larger than what can be accommodated in a 9' X 20' parking space, shall provide the appropriate number of parking spaces and access aisles to accommodate those vehicles.

(4) Space To Be Set Aside For Reduced Parking. The site plan for a business use in the R-2, B-1, P-1 and I-1 Districts shall be designed to provide sufficient green space on the subject site to accommodate the additional parking spaces otherwise required by this chapter. Such green space shall be in addition to required yards, setbacks, driveways, private streets, loading and service areas. Sufficient green space shall be provided which, if converted to parking spaces, would provide off-street parking to meet the full requirements of this chapter at the time of application.

(5) Changes In Occupancy Or Use. When the use of a building, structure, or land is changed to another use or occupancy that requires more parking spaces than required for the use existing immediately prior to such change, additional parking spaces shall be constructed for the new use or occupancy in the amount necessary to conform to this chapter prior to the issuance of a Certificate of Occupancy for the new use.

(6) Changes In Intensity Of Use *[See Sec. 66.1532(2)].* When the intensity of use of a building, structure or land is increased by the addition of employees, gross floor area, seating capacity, or other unit of measurement, additional parking spaces shall be constructed for such additions in the amount necessary to conform to this chapter.

(7) Plan Commission Review and Verification. Where an adjustment to parking requirements has been granted, within one (1) year following such parking modification grant and periodically thereafter, the Plan Commission shall review the adequacy of parking to determine that the conditions justifying the parking adjustment still exist. If the parking is found to be inadequate, the Plan Commission shall order that the use of the property must comply with the parking requirements set forth in Sec. 66.0403.

(8) B-3 District Exemption. The exemption from certain parking requirements granted by this section shall automatically expire forty-eight (48) months from the date of the adoption of the enabling ordinance. The parking exemption and related requirements shall only apply to the B-3 District.

(a) Subject to the requirements of site and zoning approval, all proposed new uses, new buildings, expansions of existing buildings, expanded uses, changes in intensity of use or changes in occupancy shall be evaluated for the required number of customer and employee parking spaces.

(b) A calculation must have been done to determine the amount of parking required to achieve compliance with the green space and related requirements.

(c) The business shall be given the option of installing the required parking or leaving the equivalent area as landscaped green space except that:

1. All required parking for residential dwelling units or motel/hotel spaces must be constructed.
2. All required parking spaces for more than four employees must be constructed.
3. All required parking in excess of forty (40) spaces must be constructed.

(d) Other credits and adjustments related to parking spaces provided for in the Code would also apply.

(9) B-2 District Exemption. If a development project includes contiguous parcels zoned both B-3 and B-2 the exemption from certain parking requirements granted by sub. (8) of this Section shall apply to that portion of the project in the B-2 District in the same manner.

Sec. 66.0405 Parking of Vehicles in Residential Districts

(1) General Restrictions. No car, truck, construction equipment or commercial truck shall be parked regularly upon a driveway or front yard in any residential zoning district except as provided herein. Properties currently zoned residential and still used for agricultural purposes shall be exempt from the provisions of this section.

(a) Vehicles that do not exceed 12,000 lb. manufacturer's gross vehicle weight may be parked on a driveway. Parking on lots that are used as a one or two-family residence shall be limited to parking within garages, carports and upon residential driveways consisting of crushed stone, asphalt, concrete, brick or other similar hard surface material.

(b) Additional vehicles may be parked or stored on the lot within a fully enclosed building.

(c) Vehicles shall be located outside of all ultimate right-of-ways, vision clearance triangles and drainage and utility easement areas.

1. A semi-tractor or vehicles over 12,000 lb. manufacturer's gross vehicle weight may be parked in a residential district if it is parked on the owner's developed property and the property is located along and having access to a Class A highway. Vehicles over 12,000 lb. manufacturer's gross vehicle weight which were parked prior to the adoption of this chapter or prior to the change in the class designation of the highway on property fronting a road that had been changed from a Class A Highway to a Class B Highway or is changed in the future from a Class A Highway to a Class B Highway, may be parked on the owner's property, subject to the regulations in this section.

(2) Boat and Trailer Parking. No boats, boat trailers, mobile homes, motor homes, motor coaches, truck campers, camping trailers, travel trailers, fifth-wheel trailers, large utility trailers, race cars and their trailers, sport aircraft and their trailers, canoes or kayaks and their trailers, all-terrain vehicles and their trailers, tent campers, folding campers, snow mobiles and their trailers, cases or boxes used to transport recreational vehicles or their equipment, yard maintenance equipment and similar equipment, or vehicles shall be parked or stored outside on a residentially zoned lot for more than twenty-four (24) hours, except as provided herein:

(a) They shall be located in the rear or side yard and not closer than ten (10) feet to a side or rear lot line.

(b) Front yard location shall only be allowed on a driveway or turnaround, parked as close to the home as possible except for the following which are prohibited in the front yard past the twenty-four (24) hour limit: mobile homes, motor homes, motor coaches, truck campers and large utility trailers.

(c) They shall be located outside of all ultimate right-of-ways, vision clearance triangles and drainage and utility easement areas.

(d) The recreational vehicles shall be maintained in operable condition.

(e) Recreational vehicles that require registration shall be properly registered.

(f) No recreational vehicles or equipment shall be stored in any green space outside a building unless such equipment is owned by the property owner or children of the property owner or resident at the property in question. If the property is rented, such storage shall be permitted for the tenant only if such equipment is owned by the tenant. All equipment shall

be parked or stored as inconspicuously as possible on the property. The area around the equipment or vehicle must be kept weed-free and free of accumulation of other stored material.

(3) Recreational Vehicle Parking. One major recreational vehicle may be stored outside in the rear or side yard of an occupied residential or agricultural lot that is 20,000 square feet in size or more, provided it shall not exceed 8.5 feet in width, 13 feet in height and 32 feet in overall length.

(4) Living in Trailers. Except within an approved campground or mobile home park, no recreational vehicle shall be used for the purpose of permanent habitation, living or housekeeping purposes in the Village. Permanent habitation is defined as living in one place for more than ten (10) consecutive days.

(5) Private Parking Restrictions. This chapter is not intended to allow parking and storage of recreational vehicles or equipment where they may otherwise be prohibited by deed restriction, covenant, prior orders, development agreement, or otherwise limited to topography or environmental restrictions.

(6) Semi-Trailer Parking. No semi-trailers or tractors are allowed to be parked in any residential zoning district.

Sec. 66.0406 Highway Access

No direct private access (a driveway) shall be permitted to the existing or proposed rights-of-way of any controlled access arterial street without permission of the Plan Commission and the highway agency that has access control jurisdiction. In addition, direct public or private accesses (driveways) to streets and highways shall be permitted in accordance with the following:

(1) Driveways on Arterial Streets. Driveways on arterial streets shall be located a minimum of 100 feet from a street intersection unless the lot width is less than 100 feet, in which case the Plan Commission shall determine the driveway location. The setback shall be measured from the intersection of the right-of-way on the two streets.

(2) Driveways on Collector or Local Streets. Driveways on collector or local streets shall be located a minimum of 50 feet from a street intersection. The setback shall be measured from the intersection of the right-of-way on the two streets.

(3) Driveways on Corner Lots. Driveways on corner lots shall be located on the less traveled street based on the local, collector or arterial designation of the streets.

(4) Driveway Widths. Driveways shall not exceed 24 feet in width on residential lots and 35 feet in width on business lots. Driveways on through lots shall be no less than 15 feet if they are one way and shall not exceed 24 feet if they are two-way.

(5) Driveway Locations.

(a) Driveways for R-1, R-3, R-4 and CS-1 parcels must be at least 10 feet away from the side lot line. Vehicle parking on those parcels must be at least ten feet away from the side lot line.

(b) Driveways for all other zoned parcels must be at least five feet away from the side lot line. Parking on those parcels is not allowed within the area defined as the side, rear or front yard area on the lot, except as specifically authorized.

(6) Number of Driveways Allowed.

(a) Lots in the R-1, R-3, R-4, B-2 and B-3 Districts shall be limited to one (1) driveway unless a second one is approved by the Plan Commission. Lots in all other districts shall be limited to two (2) driveways.

(b) For short-term rentals with a non-conforming number of driveways, the non-conforming number of driveways shall be brought into compliance before the property can be licensed as a short-term rental.

(c) For purposes of this section, “compliance” shall be deemed removal of all hard surfaces, gravel and other fill from the roadbed to the right-of-way, or front lot line if fronting on a private street. If a property owner wishes to retain the remainder of the driveway, all hard surfaces, fill and gravel shall be removed within 5 feet of the right-of-way or front lot line 5 feet farther into

the property, and within that 5 feet, three (3) trees, at least 4 feet in height, shall be planted, evenly spaced apart, between the right-of-way or front lot line and terminus of the remaining driveway. The trees shall be maintained to ensure survival. Any area disturbed shall be restored to a natural or manicured state to match the adjoining landscape.

(7) Access Barriers. Access barriers, such as curbing, fencing, ditching, landscaping or other topographic barriers, shall be placed to prevent unauthorized vehicular ingress or egress along the segments of street frontage corresponding to the minimum distances from street intersections as specified above in (1), (2) and (3).

(8) Temporary Access. Temporary access to the above rights-of-way may be granted by the Zoning Administrator and Village Engineer after review and recommendation by the other highway agencies having jurisdiction. Such access permit shall be temporary, revocable, and subject to any conditions required.

(9) Shared Driveways. Unless approved by the Plan Commission, there shall be no shared driveways, and, shared driveways in existence as of the date of this chapter shall not be used to serve a property licensed as a short-term rental unless all parties with an interest in the shared driveway agree the driveway can be used for such purposes.

Sec. 66.0407 Other Parking Restrictions

(1) Vehicle and Implements. No visible unlicensed vehicle or unserviceable implements or equipment is permitted within the Village limits.

(2) Business Districts. In the B-1, B-2, B-3, P-1 and I-1 Districts no part of the front yard and side yards shall be used for the temporary or permanent storage of boats, vehicles, equipment or materials, except for the parking of licensed motor vehicles in permitted parking lots.

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SECTION 500 - ACCESSORY USES, HOME OCCUPATIONS, FENCES, AND ANTENNAS

Sec. 66.0501 Accessory Uses and Structures

Accessory uses and structures are those that are usually and customarily incidental to the principal use that is located on the same property as the accessory use or structure. Accessory uses shall be permitted in any district as may be specified in the appropriate district regulations or herein.

(1) General Regulations. Accessory structures shall be subject to the following regulations:

(a) *Permit Required*. Accessory structures shall require a regular zoning permit except: minor structures such as birdhouses, yard light poles, birdbaths, doghouses (housing dogs which are licensed as the personal pets of the residents of the property), tree houses, non-commercial fuel storage tanks and pumps, clothesline poles, lawn ornaments, flag poles, mailboxes, garbage containers, ice fishing shanties, school bus waiting shelters, and farm livestock hutches. Accessory buildings greater than 120 square feet in area shall also require the issuance of a building permit.

(b) *Accessory Dwelling Units*. Accessory dwelling units shall be subject to the following regulations:

1. ADUs are permitted only as accessory uses to single-family detached principal dwellings.
2. ADUs shall not be permitted on parcels containing duplexes, multifamily dwellings, townhomes, commercial buildings, or mixed-use structures.
3. ADUs may be allowed in the following districts: R-1, R-2, R-3, and CS-1.
4. ADUs shall not be allowed in the R-4 Small Lot Residence District due to density limitations.
5. Both attached and detached ADUs are permitted.
6. No more than one (1) accessory dwelling unit may be located on a lot.
7. The accessory dwelling unit shall not be sold separately from the principal structure.
8. The maximum height of ADU shall be no greater than the height of the principal structure.
9. The size of an accessory dwelling unit shall be eight to twelve hundred square feet.
10. An accessory dwelling unit shall contain no more than two (2) bedrooms
11. The minimum setback requirements shall be those for accessory buildings or structures of the underlying zoning district.
12. Accessory dwelling unit entryways within a rear or side yard shall be connected to a street frontage by a paved walkway or driveway.
13. For accessory dwelling units constructed within the principal building, the appearance or character of the principal building shall not be significantly altered so that its appearance is no longer that of a single-family dwelling.
14. ADUs shall be consistent with the architectural character, materials, roof pitch, and color palette of the principal structure.
15. Detached ADUs shall comply with all accessory-structure criteria in Sec. 66.0501 unless superseded by this section.
16. At least one additional off-street parking space shall be provided for each ADU, following the existing residential parking formulas in Sec. 66.0403.

~~(b) *Living Quarters Prohibited.* Accessory structures shall not contain living quarters.~~

(c) *Location.* Accessory structures shall be located on the same lot as the principal use to which it is accessory.

(d) *Principal First.* An accessory structure shall not be permitted until its associated principal structure is present or under construction, except that one accessory building may be permitted prior to the erection of a principal structure only in the CS-1, R-1, R-3 and R-4 Districts.

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Commented [BA6]: This section of the code prohibits accessory dwelling units.

(e) *Block and Metal Buildings*. No pole or block buildings with smooth faced block or standing rib metal siding will be permitted in any district.

(f) *Design Guidelines.* All accessory structures, except those that are on residential parcels, shall comply with the architectural standards as provided in Sec. 66.1055.

(g) *Services and Use*. The installation of sanitary sewer service and water service to an accessory building shall be permitted for a toilet and sink(s), upon the issuance of a zoning permit, subject to the following requirements:

1. The installation shall be subject to building code permitting and inspection under Chapter 14 of the Village's Building Code.
2. The installation shall be subject to the standards, policies, fees and charges contained in Chapter 62, *Utilities*.
~~3. The accessory building shall not contain living quarters.~~
~~4.~~3. The violation of the provisions of this subsection shall:
   a. Result in imposition of the fee or forfeiture that is delineated in the most recently adopted version of the fee schedule for the Village, retroactive to the date the living quarters were found to have been created in the building;
   b. The removal of the water and sanitary sewer service from the building; and
   c. The removal of the living quarters found in the building;
   d. In addition, if they were not paid at the time the installation occurred, all fees and penalties associated with impact fees, zoning permits, building permits and other applicable fees will also be required.

~~5.~~4. If the violation of this subsection does not involve living quarters then the following shall apply:
   a. The imposition of the fine that is delineated in the most recently adopted version of the fee schedule for the Village, retroactive to the date the improperly installed installation was found to have been created in the building, and,
   b. Inspection of the installation under the then current building code.
   c. In addition, if they were not paid at the time the installation occurred, imposition of all fees and penalties associated with impact fees, zoning permits, building permits and other applicable fees will also be required.

(2) Setback Requirements.

(a) All accessory structures except the minor structures mentioned in subsection (1)(a) shall comply with all setback and yard requirements for accessory structures.

(b) If the Plan Commission establishes a large project setback as specified in Sec. 66.0307(4) that setback shall also apply to all accessory buildings.

(c) All accessory buildings for all zoning districts shall comply with the following setback requirements.

1. Setback From Easements.
   a. No accessory building shall be placed over an easement that prohibits such placement. No accessory building shall encroach into the public right-of-way. No accessory building shall encroach upon the street yard of a corner lot.

2. Side Yard Setback.
   a. See district requirements for primary structures.

3. Rear Yard Setback.
   a. See district requirement for primary structures.

4. Front Yard Setback.
   a. No accessory building shall be placed in a front yard setback area, except as part of a Conditional Use Permit issued by the Plan Commission
   b. Existing single-family homes as of July 1, 2008, in the R-1 District located within 100 feet of the ordinary high water mark may be permitted to have one accessory

building located in the front yard area setback area. The accessory building may not be located any closer than 40 feet from the edge of the pavement and 15 feet from the side lot line. Any modifications to non-conforming accessory buildings subject to this exemption shall comply with Sec. 66.0903. If an existing home is demolished and rebuilt then Sec. 66.0501(2)(c)5.a shall apply.

(3) Structures Not Buildings. The following accessory structures that are not buildings shall be constructed on a property as follows:

(a) Patios, constructed at or below yard grade, may be installed in the rear or side yard adjacent to a principal structure without the issuance of a zoning permit; and shall not be located closer than 5 feet to a lot line.

1. Decks located adjacent to or attached to a principal structure shall not be closer to the lot line than the required front, side and rear setbacks for principal structures for the district in which they are located. Freestanding decks surrounding private swimming pools shall be located at least 10 feet from the principal structure and shall be located at least 10 feet from a side or rear lot line. All decks shall require the issuance of a zoning permit.
2. Air conditioning condensers may be located adjacent to a principal structure in the rear yard and side yard, without the issuance of a zoning permit; provided, that all condensers shall be located at least 5 feet from a side or rear lot line. Air conditioning condensers shall not be located in the front yard.
3. Propane tanks may be located adjacent to a principal structure in the rear yard and side yard, provided, that all tanks shall be located at least 5 feet from a side or rear lot line. Propane tanks shall not be located in the front yard. Propane tanks shall be buried unless blasting in rock is required, in which case the tank shall be screened.
4. Private swimming pools are permitted as accessory uses in the rear yard in any district; except the W-1 District; however the swimming pool shall be located at least 20 feet from any side or rear lot line, and must be installed in accordance with the Village building, plumbing, and electrical codes, including the issuance of all required permits including a zoning permit.
5. Private tennis courts are permitted as accessory uses in the rear yard in any district; except the W-1 District. A zoning permit is required for all tennis courts and:
   a. All tennis courts shall be surrounded by a fence not less than 10 feet in height.
   b. No lighting installed around a tennis court shall project onto adjacent properties; and,
   c. No private tennis court shall be located closer than 10 feet to a lot line.
6. Firewood shall not be stored in the front yard.
7. Flagpoles are permitted as accessory uses in all yards of any zoning district.

(4) Floor Area Requirements. The permitted area of an accessory buildings listed below is also subject to the respective zoning district green space requirements.

(a) The combined maximum building footprint of accessory buildings on R-1 and R-4 residential lots shall not exceed the area of the building footprint of the principal building.

(b) The combined maximum building footprint of accessory buildings on R-3 and CS-1 lots shall not exceed 3,000 square feet without Plan Commission permit approval.

(c) The combined maximum building footprint of accessory buildings on R-2, B-1, B-2, B-3, I-1 and P-1 lots shall not exceed the total footprint of the principal building(s) without Plan Commission permit approval.

(d) Buildings accessory to general agricultural uses on farms or orchards shall not be restricted in floor area.

(e) For golf courses consisting of at least 9 holes and having 2,500 playable yards, the total floor area of all accessory buildings on the lot shall not exceed 3,000 square feet.

(5) Height, Architectural and Site Plan Requirements.
(a) The maximum height of an accessory building shall not exceed the height of the principal building to which it is accessory, without Plan Commission permit approval, up to a maximum height of 35 feet.
(b) Accessory buildings on R-2, B-1, B-2, B-3, I-1 and P-1 lots shall conform to the established architectural appearance, which exists for the primary structure(s).
(c) Accessory buildings on R-2, B-1, B-2, B-3, I-1 and P-1 lots, which do not appear on an approved site plan, in excess of 120 square feet, require an amendment to the approved site plan by the Plan Commission, before a Zoning Permit can be issued.

(6) Home Occupations.
(a) Home occupations are permitted accessory uses in any residential district and shall be approved by the Plan Commission. Home occupations and professional home offices shall be permitted when incidental to the principal residential use, are situated upon the same premise (inside and/or outside), and are carried on by the residential occupant, subject to the following conditions, and must be complied with in full at all times, provided that the primary use of the structure is a dwelling unit.
1. No more than one full time equivalent person who is not a resident of the dwelling unit shall be engaged or employed in the home occupation on the premises.
2. No mechanical equipment shall be utilized except that which is necessarily, customarily, or ordinarily used for household or leisure purposes.
3. No toxic, explosive, flammable, combustible, corrosive, etiologic, radioactive, or other restricted materials shall be used or stored on the site except those which are necessarily, customarily, or ordinarily used for household or leisure purposes.
4. There shall be no outside operations, storage, or display of materials or products.
5. The home occupation shall not occupy more than twenty percent (20%) of the square footage of the primary residence. The twenty percent (20%) can be utilized inside and/or outside. The space, either inside or outside, cannot exceed twenty percent (20%) of the square footage of the primary residence. No alteration of the residential appearance of the premises shall occur, including the creation of a separate entrance for the home occupation.
6. No process shall be used which is hazardous to public health, safety, or welfare or would create a nuisance or be otherwise incompatible to the surrounding residential area; nor will the removal of sand, gravel, stone, topsoil or peat moss for commercial purposes be allowed.
7. The home occupation shall not displace or impede use of required parking spaces, including any business storage in required garage parking areas.
8. All signage shall comply with Sec. 66.0730(3).
9. Any off-street parking area provided shall be maintained reasonably dustless and adequately screened from adjoining residential properties. One off-street parking space shall be provided per 150 square feet of floor area used for the household occupation.
10. The home occupation shall not include the conduct of any retail or wholesale business on the premises, except for the sale of products produced by the home occupation.

(b) The following uses are examples of permitted home occupations:
1. Architectural services;
2. Art restoration;
3. Art studios;
4. Babysitting;
5. Cake decorating;
6. Consulting services;

7. Contracting, except carpentry, masonry services, electrical services, plumbing, and painting;
8. Data processing;
9. Direct sales representative;
10. Drafting and graphic services;
11. Dressmaking, sewing, tailoring, contract sewing (no more than one type of any machine);
12. Engineering services;
13. Financial planning and investment services;
14. Flower arranging;
15. Gardening and grass cutting;
16. Home crafts (including ceramics with a kiln up to six cubic feet in size.);
17. House cleaning services;
18. Interior design;
19. Jeweler and jewelry making;
20. Laundry and ironing services;
21. Locksmith;
22. Millinery;
23. Private educational, musical or artistic lessons;
24. Professional home offices;
25. Sales representative (office only);
26. Tutoring;
27. Typing and word processing services;
28. Wallpapering;
29. Watch repair; and,
30. Writing and computer programming.

(c) Home occupations shall not be considered a non-conforming use should the regulations of this chapter be revised or amended.

(7) Rummage Sales. Rummage sales shall not exceed three (3) days in length nor occur more than six (6) times per year, and may be conducted in any residential or institutional district or the B-2 District.

Sec. 66.0502 Fences

Fences are a permitted accessory use in any district and may be erected, provided that they comply with the following requirements:

(1) Fencing in General. All fencing shall be placed on the property or properties being screened, and shall not project into a public right-of-way, shall not obstruct the vision clearance triangle, and shall not extend over side or rear property lines. Planted fences shall be located away from the property line in locations where natural growth will not extend beyond the property lines, or the plantings shall be maintained at these lines.

(2) Fencing Locations. Fences are permitted up to the lot line in the side and rear yards of all districts. Fences along the side and rear lot lines shall not exceed a height of 6 feet and shall not extend into the street yard. Fences paralleling any street shall not exceed 4 feet in height, except they may be constructed to a maximum height of 6 feet if they are constructed within the building envelope, excluding the front yard.

(3) Fence Permits. No fence, except an ornamental fence, snow fence or fence constructed by utilities, shall be constructed in the Village without first obtaining a zoning permit from the Zoning Administrator.

(4) Front Yard and Street Yard Fences. No fence requiring a permit shall be constructed beyond the front of any building or in the street yard, except an ornamental fence; or where aesthetic considerations may require a fence or wall to screen a parking lot; or to screen the impact of a State highway; or other unattractive area, or to generally improve the aesthetics of a development. Such fence or wall

may be erected by approval of the Plan Commission, which approval may include design or other architectural requirements.

(5) Signs on Fences. Signs on fences shall be permitted according to the provisions of Sec. 66.0700 through Sec. 66.0791.

(6) Fencing Orientation. Fencing shall be constructed with the finished or decorative side facing the adjacent or abutting property owner or public street. Fence posts shall be on the side of the fence facing the permit applicant's property.

(7) Fencing Materials. All fences shall be constructed in such a manner and of such materials and colors so as not to adversely affect the value of adjoining property or property in the immediate neighborhood. All fences shall be maintained in good and aesthetic condition so as not to adversely affect the value of adjoining property or property in the immediate neighborhood. Chain link fences are not allowed in residential districts. No fence may be constructed or maintained in such a manner, which is detrimental to human life or safety or causes a traffic hazard.

(8) Electric Fences. Electric fences are permitted in the CS-1 District only. Electric fences are permitted adjacent to the lot line and shall not exceed four feet in height in the street yard or six feet in height in the side and rear yard. Underground electric fences are allowed in all districts.

(9) Security Fences. Security fences are permitted, upon the issuance of a zoning permit, adjacent to the property lines in all districts except residential districts, and shall not exceed 10 feet in height. The Plan Commission shall determine, before the issuance of a zoning permit, on a case-by-case basis the opacity of security fences, based upon consideration of the need to screen materials and upon safety considerations. Security fences shall comply with the traffic visibility requirements set forth in Section 66.0401.

(10) Snow Fences. Snow fences are permitted without a permit provided that such snow fence shall not be installed prior to November 1 and shall be removed no later than April 1 of the following year.

(11) Corner Lot Fences. All fences on corner lots shall comply with the other requirements of this section; however, the location of corner lot fences shall be allowed at the discretion of the Zoning Administrator, in conformity with reasonable interpretation of this chapter or a variance therefrom after considering the location and layout of the residence, garage, driveways and/or other buildings on the lot; general architecture and location of buildings on the subject lot as well as on surrounding properties; visibility to nearby pedestrian and vehicular traffic; and such other additional considerations as may be peculiar to the subject property and general area. Any person aggrieved by a decision of the Zoning Administrator may appeal for reconsideration by the Plan Commission, which is hereby empowered to hear such appeals. The appeals process shall follow the same process as set out for appeals to the Board of Appeals under Sec. 66.1601, however, publication of notice and appeal fees shall be discretionary with the Plan Commission.

Sec. 66.0503 Antennas

(1) Antennas as Accessory Uses. Antennas, including earth station dish antennas, are permitted as accessory uses. Terrestrial antennas may be located in the rear yard or on the roof of the principal structure in all residential districts. Earth station dish antennas may be located in the rear yard in any residential district. Terrestrial antennas and earth station dish antennas may be located in the side or rear yard or on the roof of the principal structure in all agricultural, business, institutional or park districts. In addition:

(a) All antennas, including earth station dish antennas, shall be manufactured and installed in compliance with Federal Communications Commission (FCC) and Federal Aviation Administration (FAA) regulations and applicable Village building and electrical codes.

(b) Not more than one terrestrial and one earth station dish antenna per dwelling unit shall be permitted on a lot or parcel in a residential zoning district.

(c) Earth station dish antennas shall be located and designed to reduce their visual impact on surrounding properties.

(d) No form of advertising or identification may be displayed on the dish or framework of an earth station dish other than the customary manufacturer's identification plates.

(e) Portable or trailer-mounted antennas are not permitted; with the exception of temporary installation for on-site testing and demonstration purposes for a period not to exceed two (2) days at any one location.

(f) Communication structures, such as radio and television transmission and relay towers, aerials, and radio and television receiving and transmitting antennas, not including ground and building-mounted earth station dish antennas, shall not exceed a height of three (3) times their distance from the nearest lot line. Ground-mounted earth station dish antennas shall not exceed a height of 15 feet. Building-mounted earth station dish antennas shall not exceed the maximum height regulation of the district in which they are located.

Sec. 66.0504 Wireless Telecommunication Sites

(1) Purpose. The purpose of this Section is to provide the Village with a process for managing, and uniform standards for acting upon, requests for the placement of wireless telecommunications facilities within the right-of-way and on public and private property that are consistent with the Village's obligation to promote the public health, safety, and welfare; to manage the right-of-way; to minimize visual pollution; reduce the potential for unwarranted avian deaths; and to ensure that the public's use is not obstructed or disrupted by the use of the right-of-way for the placement of telecommunications facilities. Furthermore, the purpose is to ensure that towers comply with applicable federal and state laws regarding the placement of wireless telecommunications facilities in the right-of-way and on public and private property including, without limitation, the Telecommunications Act of 1996 (Title 47 of the United States Code Sec. 151 and following), Section 6409(a) of the Middle-Class Tax Relief and Job Creation Act of 2012, and Wis. Stats. §182.017 and 196.58.

(2) Scope.

Applicability. Unless exempted by (2)(b) below, every person who wishes to place a wireless telecommunications facility in the right-of-way, on public or private property, or modify an existing wireless telecommunications facility in the right-of-way, or on public or private property, must obtain a wireless permit in accord with this section of the Zoning Code. Such facility shall be regulated either as a Permitted Use, per subsection (2)(c) below, or a Conditional Use, per (2)(d) below.

(a) *Exempt Facilities.*

The following activities shall be exempt from this section of the Zoning Code:

1. Installation of a small wireless facility on the strand between two utility poles, provided that the cumulative volume of all wireless facilities on the strand shall not exceed 1 cubic foot, and provided that the installation does not require replacement of the strand, or excavation, modification, or replacement of either of the utility poles.
2. Installation of a mobile cell facility, (commonly referred to as a "cell on wheels", aka C.O.W., or a "cell on truck"), for a temporary period in connection with a local, state or federal emergency or event, but no longer than required for the emergency or event, or, a village or Sister Bay Advancement Association festival or event, provided that installation does not involve excavation, movement, or removal of existing facilities. If the placement of the mobile cell facility exceeds thirty (30) days, the matter must be added to the agenda for the next regular meeting of the Plan Commission for review, and a schedule developed for the removal of the facility.

3. Placement or modification of a wireless telecommunications facility on structures owned by or under the control of the Village. *[See (12) of this section]*
4. Placement or modification of a wireless telecommunications facility by Village staff or any person performing work under contract with the Village.
5. Modification of an existing wireless telecommunications facility that makes no material change to the footprint of a facility or to the surface or subsurface of a public street if the activity does not disrupt or impede traffic in the traveled portion of a street, and if the work does not change the visual or audible characteristics of the wireless telecommunications facility.

(b) *No Public Hearing Required.* The following uses which, generally pose minimum adverse visual effect, shall require review by the Plan Commission, but no public hearing shall be required Such permitted uses must obtain a zoning permit, and are subject to the submittal requirements established in Sec. 66.1530. The Plan Commission may require site improvements to protect public health, safety, view sheds and neighborhood character.

1. Wireless telecommunications sites where the antenna is mounted to existing buildings, towers, utility poles, water towers, light standards or other structures, provided the following standards are met:
   a. No changes are made to the height of such structure.
   b. No panel antenna shall exceed 60 inches in height and 18 inches in width.
   c. No dish antenna shall exceed 3 feet in diameter.

(c) *Public Hearing Required.* Wireless telecommunications sites not otherwise exempted or permitted in (2)(b) or (2)(c) above shall be considered conditional uses in all zoning districts. In addition to the specific requirements listed in this section of the Zoning Code, the applicant shall also demonstrate compliance with Sec. 66.1535(6) and 66.1535(7). As part of the review process in 66.1535(7), the Plan Commission shall require all accompanying equipment buildings or boxes to be screened and fenced as part of the site plan review. All approvals shall also require the issuance of a zoning permit.

1. *Factors Upon Which Conditional Use Permit Decisions of the Plan Commission Shall Be Based*. In considering applications for wireless telecommunication sites, the Plan Commission shall also find:
   a. In the case where an application for the proposed location of a wireless telecommunication facility is not a preferred site, that the applicant has adequately described the efforts and measures taken to pursue those preferences and why a higher preference location was not technologically, legally or economically feasible. The supplied documentation should evaluate the following factors:
      i. The planned equipment would cause unacceptable interference with the operation of other existing or planned equipment on an existing or approved tower as documented by a qualified licensed engineer and that the interference cannot be prevented or eliminated at a reasonable cost as determined by the Plan Commission; and,
      ii. The planned equipment cannot be accommodated on existing or approved towers due to structural deficiencies as documented by a qualified licensed engineer, and that such deficiencies cannot be eliminated at a reasonable cost as determined by the Plan Commission; and,

iii. The existing or planned equipment on an existing or approved tower would cause unacceptable interference with the equipment proposed by the applicant as documented by a qualified licensed engineer, and that the interference cannot be prevented or eliminated at a reasonable cost as determined by the Plan Commission; and,

iv. Any restriction or limitation imposed by the FCC.

(3) Non-Discrimination. In establishing the rights, obligations and conditions set forth in this section, it is the intent of the Village to treat each applicant and right-of-way user in a competitively neutral and non-discriminatory manner, to the extent required by law, while taking into account the unique technologies, situation, and legal status of each applicant or request for use of the right-of-way.

(4) Administration.

(a) *Administrator.* The Village Administrator is responsible for administering this section.

(b) *Powers.* As part of the administration of this section, the Administrator may:

1. Propose wireless regulations governing the placement and modification of wireless telecommunications facilities in addition to but consistent with the requirements of this section, including regulations governing collocation, the resolution of conflicting applications for placement of wireless telecommunications facilities, and aesthetic standards.
2. Interpret the provisions of this section and wireless regulations.
3. Develop forms and procedures for submission of applications for wireless permits consistent with this section.
4. Collect any fee required by the Village Board of Trustees per the most recently adopted version of the Village's fee schedule.
5. Require, as a condition of completeness of any application, notice to the members of the public that may be affected by the placement or modification of the wireless telecommunications facility that is the subject of the wireless permit application. In all circumstances, at a minimum, neighbors within 300' of the property shall be made aware of the application.
6. Establish deadlines for submission of information related to an application and extend or shorten deadlines where appropriate and consistent with federal laws and regulations.
7. Issue notices of incompleteness or requests for information in connection with any wireless permit application.
8. Select and retain an independent consultant or attorney with expertise in telecommunications to review any issue that involves specialized or expert knowledge in connection with any permit application; the applicant to pay for that expert advice or action.
9. Coordinate and consult with other Village staff members, committees, and governing bodies to ensure timely action on all other required permits under (5)(b)(8) of this Section.
10. Subject to appeal as provided in (7)(d) of this section, determine whether to grant, grant subject to conditions, or deny an application.
11. Take such other steps as may be required to timely act upon wireless permit applications, including issuing written decisions and entering into agreements to mutually extend the time for action on an application.

(5) Application.

(a) *Format*. Unless the wireless regulations provide otherwise, the applicant must submit both a paper copy and an electronic copy (in a searchable format) of any application, as well as any

amendments or supplements to the application or responses to requests for information regarding an application, to the Administrator. An application is not complete until both the paper and electronic copies, and the non-refundable application fee, have been received by the Village.

(b) *Content.* To be considered complete, an application shall contain:

1. All information required pursuant to the wireless regulations.
2. A completed application cover sheet signed by an authorized representative of the applicant, listing all standard permit requirements.
3. The name of the applicant (including any corporate or trade name) and the name, address, e-mail address, and telephone number of a local representative. If the applicant is a wireless infrastructure provider, the name and contact information for the wireless service provider(s) that will be using the wireless telecommunications facility must also be provided.
4. A statement of which shot clock or shot clocks apply to the application and the reasons the chosen shot clocks apply.
5. A separate and complete description of each proposed wireless telecommunications facility and the work that will be required to install or modify it, including details regarding proposed excavations, if any.
6. Detailed site plans showing the location of the facility and technical specifications for each element of the facility, clearly describing the site and all structures and facilities at the site before and after installation or modification and identifying the owners of such pre-existing structures and facilities; and describing the distance to the nearest residential dwelling unit.
7. A plan showing where and how the proposed antenna will be affixed to a building or structure.
8. Details of all proposed antenna and mounting equipment including size and color.
9. A design drawing including cross sections and elevations of all proposed towers, equipment buildings or boxes, and, details of all proposed fencing and screening.
10. A description of the tower's capacity including the number and type of antennas it can accommodate as well as the proposed location of all mounting positions for co-located antennas and the minimum separation distances between antennas.
11. Where a monopole is proposed, the design shall illustrate how the tower will collapse upon itself without encroaching upon any adjoining property line.
12. An analysis of the fall zone for the proposed tower prepared by a licensed engineer.
13. A report from a licensed engineer indicating that the proposed wireless telecommunication site will comply with the emission standards found in this regulation. Such report shall also certify that the installation of such site will not interfere with public safety communications.
14. Proof that either the applicant or co-applicant holds a bona fide license from the Federal Communications Commission (FCC) to provide the telecommunications services that the proposed tower is designed to support.
15. A report or letter from the Federal Aviation Administration (FAA) that the proposed tower complies with all airport safety requirements of and for the Ephraim-Gibraltar Airport.
16. A map depicting the extent the provider has planned coverage within the Village of Sister Bay and the service area of the proposed wireless telecommunications site.
17. A map indicating the search radius for the proposed wireless telecommunication site.
18. For towers located in a residential zoning district, or within 1,000 feet of a residential zoning district, the applicant shall provide a view shed analysis showing all areas from which the tower would be visible.

19. The application shall contain clear specifications on how aesthetic and avian concerns will be addressed, illustrating compliance with (6)(c)5 below.
20. Proof that the applicant has mailed to the owners of all properties within 300 feet of the proposed wireless telecommunications facility a notice that the applicant is submitting an application to the Village for placement or modification of a wireless telecommunications facility, which notice must include:
    a. The proposed location of the facility,
    b. A description and scale image of the proposed facility, and,
    c. An e-mail address and phone number for a representative of the applicant who will be available to answer questions from members of the public about the proposed project.
21. To the extent that filing of the wireless permit application establishes a deadline for action on any other permit that may be required in connection with the wireless telecommunications facility, the application must include complete copies of applications for every required permit (including without limitation electrical permits, building permits, traffic control permits, and excavation permits) with all engineering completed and the fees associated with each permit.
22. A certification by a registered and qualified engineer that the installation can be supported by and does not exceed the tolerances of the structure on which it will be mounted, and that all elements of the wireless telecommunications facility comply with applicable safety standards.
23. If an applicant contends that denial of the application would prohibit or effectively prohibit the provision of service in violation of federal law, or otherwise violate applicable law, the application must provide all evidence on which the applicant relies in support of that claim. Applicants are not permitted to supplement this evidence, if doing so would prevent the Village from complying with any deadline for action on an application.
24. If the application is an eligible facilities request, the application must contain information sufficient to show that the application qualifies as an eligible facilities request under 47 C.F.R. §1.6100(b)(3), including evidence that the application relates to an existing tower or base station that has been approved by the Village.
25. Before and after 360-degree photo simulations must be provided with detailed specifications demonstrating that the modification does not substantially change the physical dimensions of the existing approved tower or base station.

(c) *Waivers.* Requests for waivers from any requirement of this Section shall be made in writing to the Zoning Administrator. The Zoning Administrator will forward the request to the Plan Commission, who may grant a request for waiver if it is demonstrated that, notwithstanding the issuance of the waiver, the Village will be provided with all information necessary to understand the nature of the construction or other activity to be conducted pursuant to the wireless permit sought.

(d) *Fees.* The applicant must provide a non-refundable application fee and shall be required to pay all costs reasonably incurred in reviewing the application, including costs incurred in retaining outside consultants. Fees shall be reviewed periodically and raised or lowered based on the costs the Village expects to incur.

(e) *Public Records.* Applications are public records that may be made publicly available pursuant to federal and state public records law. Notwithstanding the foregoing, the applicant may designate portions of the application materials that it reasonably believes contain proprietary or confidential information by clearly marking each portion of such materials accordingly, and the Village shall endeavor to treat the information as proprietary and confidential, subject to

applicable federal and state public records law and the Zoning Administrator's determination that the applicant's request for confidential or proprietary treatment of the application materials is reasonable. The Village shall not be required to incur any costs to protect the application from disclosure and shall not be held liable if such proprietary or confidential information is inadvertently shared with the public. All public records requests shall be filed with the Village Clerk.

(6) General Standards.

(a) *Generally*. Wireless telecommunications facilities shall meet the minimum requirements set forth in this section and the wireless regulations, in addition to the requirements of any other applicable law or regulation.

(b) *Regulations*. The wireless regulations and decisions on wireless permits shall, at a minimum, ensure that the requirements of this section are satisfied, unless it is determined that the applicant has established that denial of an application would, within the meaning of federal law, prohibit or effectively prohibit the provision of a telecommunications, or otherwise violate applicable laws or regulations. If that determination is made, the requirements of this section and the wireless regulations may be waived, but only to the extent required to avoid the prohibition.

(c) *Standards.*

1. Wireless telecommunications facilities shall be installed and modified in a manner that:
   a. Minimizes risks to public safety;
   b. Ensures that placement of facilities on existing structures is within the tolerance of those structures;
   c. Avoids placement of aboveground facilities in underground areas where underground installation does not require blasting, installation of new support structures or equipment cabinets in the public right-of-way, and placement in residential areas when commercial areas are reasonably available;
   d. Maintains the integrity and character of the neighborhoods and corridors in which the facilities are located;
   e. Ensures that installations are subject to periodic review to minimize the intrusion on the right-of-way.
   f. Ensures that the Village bears no risk or liability as a result of the installations; and,
   g. Ensures that the applicant's use does not inconvenience the public, interfere with the primary uses of the right-of-way, or hinder the ability of the Village or other government entities to improve, modify, relocate, abandon or vacate the right-of-way or any portion thereof, or cause the improvement, modification, relocation, vacation or abandonment of facilities in the right-of-way.
2. *Colocation*. Subject to the provisions of this section, and in accord with Wis. Stats. §Sec. 196.04, collocation of facilities on existing support structures, towers, or utility poles is generally preferred over new support structures if it can be accomplished in a way that better compliments the character of the surrounding area.
3. No wireless permit shall be issued unless:
   a. The wireless service provider applicant has immediate plans to use the proposed facility; or,
   b. The wireless infrastructure applicant has a contract with a wireless service provider that has immediate plans to use the proposed facility.
4. In no event may ground-mounted equipment interfere with pedestrian or vehicular traffic, and at all times it must comply with the requirements of the Americans with Disabilities Act of 1990 or amended thereafter.
5. *Aesthetic and Avian Considerations*.

a. Telecommunication towers and antennas in excess of 35 feet in height shall be camouflaged as a tree whose species is native to the Great Lakes region. The concealment design shall appear identical to the native tree species approved by the Village; the bark, branches, and needles or leaves of the disguise, and amount and color thereof, shall be of such design and quality that to a passerby the tower appears to be a live tree. When location would result in a tree being incompatible on the landscape, as an alternative to a tree concealment, other disguises may be considered by the Plan Commission, such as church steeples, lighthouses, or other concealments. The disguise shall be subject to architectural review prior to permit issuance. The disguise shall comply with all International Code Council and federal telecommunication standards. If the concealment would be a distraction to the public, this requirement, more specifically, the provisions of Sec. 66.0504(6)(c)5.a., may be waived by a three quarters (3/4) majority vote of the Plan Commission.

b. Towers shall either maintain a galvanized steel finish or, subject to any applicable standard of the FAA, be painted a neutral color so as to reduce visual obtrusiveness.

c. At a tower site, the design of the buildings and related structures shall, to the maximum extent possible, use materials, colors, textures, screening, and landscaping that will blend them into the natural setting and surrounding buildings to minimize the visual impact.

d. Facilities shall be sited and designed to minimize adverse visual impacts on surrounding properties and the traveling public to the greatest extent reasonably feasible, consistent with the proper functioning of the small wireless facilities or distributed antenna system. Such facilities and equipment enclosures shall be integrated through location and design to blend in with the existing characteristics of the site and/or streetscape to the extent reasonably feasible.

e. All tower sites must comply with any landscaping requirements of the Zoning Code and all applicable requirements of the Village, and the Village may require landscaping in excess of those requirements in order to enhance compatibility with adjacent residential and non-residential land uses. All landscaping shall be properly maintained to ensure good health and viability at the applicant's expense. Tower facilities shall be landscaped with a buffer of plant materials that effectively screens the view of the tower compound consisting of the telecommunications tower and antennas, backhaul network and any structure or equipment cabinet. The standard buffer shall consist of a landscaped strip that is at least 4 feet wide outside the perimeter of the compound. In locations where the visual impact of the tower would be minimal, including but not limited to those instances where a stealth facility is installed, the landscaping requirement may be reduced or waived.

6. *Height and setback requirements*.

a. The maximum height of a tower proposed under this section shall be 200 feet including the antenna and all other appurtenances. The height of a tower mounted on a building shall be measured from the average level of the ground along all walls of the building to the tallest point on the tower including the antenna and all other appurtenances.

b. The maximum height of any rooftop mounted equipment building or box shall be 15 feet above the roof surface.

c. All freestanding monopole towers shall comply with the greater of the following minimum property line setbacks:

i. *Front Yard or Street Yard* – Shall be at least a distance equal to three-fourths (3/4) of the height of the tower or the setback required for the underlying zone, whichever is greater.
ii. *Side or Rear Yards in Residential Zones* - Shall be at least 50 feet for towers less than 60 feet in height and 100 feet for towers equal to or greater than 60 feet.
iii. *Side or Rear Yards in Non-Residential Zones* - Shall be at least 25 feet for towers less than 60 feet in height and 50 feet for towers equal to or greater than 60 feet.
iv. *District Setback*. Where a side or rear lot line is contiguous to a residential zone, the setback for that particular yard shall be as required for such a tower in a residential zone.

d. All other towers in residential zones cannot be located in a front yard and shall provide a setback from all side and rear property lines that are at least equal to seventy-five percent (75%) of the proposed tower height or 200 feet, whichever is greater. A principal use must be established on the lot prior to erecting a tower.
e. All other towers in non-residential zones shall provide a setback from any property line that is at least equal to the height of the tower.
f. All equipment buildings/boxes or equipment areas, which are each 50 square feet or greater in area, shall comply with the minimum property line setbacks for a principal building in the underlying zone.
g. All equipment buildings/boxes or equipment areas which are each less than 50 square feet in area shall comply with the following minimum property line setbacks:
i. Front yard or street yard – Same as for a principal building in the underlying zone.
ii. Rear and side yards – 5 feet.

7. *Other General Requirements*.
a. No wireless telecommunication site shall be located within 200 feet of an existing or proposed residence.
b. No lights shall be mounted on proposed towers unless otherwise required by the FAA. All strobe lighting, except for municipal purposes, shall be avoided if possible.
c. Towers not requiring special FAA painting or markings shall be painted a non-contrasting blue or gray.
d. Towers may not be used to exhibit any signage or other advertising.
e. Any proposed tower shall be designed in all respects to accommodate both the applicant's antennas and comparable antennas for at least two additional users if the tower is over 100 feet in height or for at least one additional comparable antenna if the tower is between 50 and 100 feet in height. The Plan Commission may require the tower to be of such design as to allow for future rearrangement of antennas upon the tower and to accommodate antennas mounted at varying heights.
f. All utilities proposed to serve new wireless telecommunication sites shall be installed underground unless otherwise approved by the Plan Commission.
g. All generators installed in conjunction with any wireless telecommunication site shall comply with all Village noise regulations.

(d) *Standard Permit Conditions*.
All wireless permits under this section are issued subject to the following minimum conditions:

1. *Compliance*. The permit holder shall at all times maintain compliance with all applicable federal, state, and local laws, regulations, and other rules.
2. *Contact Information*. The permit holder shall at all times maintain with the Village accurate contact information for the permit holder and all wireless service providers making use of the facility, which shall include a phone number, mailing address, and e-mail address for at least one natural person.
3. *Emergencies*. The Village shall have the right to support, repair, disable or remove any elements of the facilities in emergencies or when the facility threatens imminent harm to persons or property; the Village's costs to disable or remove such elements shall be charged to the permit holder and shall be paid within thirty (30) days of the date on the invoice from the Village.
4. *Indemnities*. The permit holder, by accepting a permit under this section, agrees to indemnify, defend, and hold harmless the Village, its elected and appointed officials, officers, employees, agents, representatives and volunteers (collectively, the "indemnified parties") from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs, and expenses of whatsoever kind or nature in any manner caused in whole or in part, or claimed to be caused in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive, of the permit holder or anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on one or more of the indemnified parties. The obligation to indemnify, defend, and hold harmless the indemnified parties shall be applicable even if the liability results from an act or failure to act on the part of one or more of the indemnified parties. However, the obligation does not apply if the liability results from the willful misconduct of an indemnified party.
5. *Adverse Impact on Adjacent Properties*. The permit holder shall undertake all reasonable efforts to avoid undue adverse impacts to adjacent properties and/or uses that may arise from the construction, operation, maintenance, modification, or removal of the facility.
5. *General Maintenance*. The wireless communications facility and any associated structures shall be maintained in a neat and clean manner and in accordance with all approved plans and conditions of approval. All concealment measures shall be maintained to provide effective concealment.
7. *Graffiti Removal*. All graffiti on facilities shall be removed at the sole expense of the permit holder within forty-eight (48) hours after notification from the Village unless a greater timeframe for compliance is established in such notification.
8. *Relocation*. At the request of the Village, pursuant to (9) of this Section, the permit holder shall promptly and at its own expense permanently remove and relocate any wireless telecommunications facility in the right-of-way.
9. *Abandonment*. The permit holder shall promptly notify the Village whenever a facility has not been in use for a continuous period of sixty (60) days or longer and must comply with (10) of this Section.
10. *Restoration*. A permit holder who removes or relocates a facility from the right-of- way must restore the right-of-way in accordance with (11) of this Section.
11. *Records Retention*. The permit holder shall retain full and complete copies of all permits and other regulatory approvals issued in connection with the facility, which includes without limitation all conditions of approval, approved plans, resolutions, and other documentation associated with the permit or regulatory approval. In the event the Village cannot locate any such full and complete permits or other regulatory approvals in its official records, and the permit holder fails to retain full and complete records in

the permit holder's files, any ambiguities or uncertainties that would be resolved through an examination of the missing documents will be conclusively resolved against the permit holder.

12. *Radio Frequency Emissions*. Every wireless facility shall at all times comply with applicable FCC regulations governing radio frequency emissions, and failure to comply with such regulations shall be treated as a material violation of the terms of the permit.
13. *Certificate of Insurance*. A certificate of insurance which is sufficient to demonstrate to the satisfaction of the Zoning Administrator that the applicant has the capability to cover any liability that might arise out of the presence of the facility in the right-of-way shall be provided to the Zoning Administrator.

(7) Application Processing and Appeal:

(a) *Rejection for Incompleteness*. Notices of incompleteness shall be provided in conformity with federal, state, and local law, including 47 C.F.R. §1.6003(d) as amended.

(b) *Processing Timeline*. Wireless permit applications (including applications for other permits necessary to place or modify the facility), and appeals will be processed in conformity with the shot clocks set forth in federal, state, and local law, as amended.

(c) *Written Decision*. In the event that an application is denied (or approved with conditions beyond the standard permit conditions) the Administrator shall issue a written decision with the reasons therefore, supported by substantial evidence contained in a written record.

(d) *Appeal to Village Board*. Any person adversely affected by the written decision of the Zoning Administrator or the Plan Commission may appeal that decision to the Village Board within thirty (30) days of that written decision, which may decide the issue(s) de novo, and whose written decision will be the final decision of the Village. An appeal by a wireless infrastructure provider must be taken jointly with the wireless service provider that intends to use the wireless telecommunications facility. The fee shall be required for an Appeal to the Zoning board of Appeals.

(e) *Decision Deadline*. All appeals shall be conducted so that a timely written decision may be issued in accordance with the applicable shot clock.

(8) Expiration and Revocation.

(a) *Expiration*. A wireless permit issued pursuant to an eligible facilities request shall expire at the same time the permit for the underlying existing wireless telecommunications facility expires. All other wireless permits shall be valid for a period of five (5) years from the date of issuance. Upon expiration of the wireless permit, the permit holder must either:

1. Remove the wireless telecommunications facility; or,
2. Submit an application to renew the permit at least ninety (90) days prior to its expiration. The facility must remain in place until the renewal application is acted on by the Village and any appeals from the Village's decision are exhausted.

(b) *Revocation For Breach*. A wireless permit may be revoked for failure to comply with the conditions of the permit or applicable federal, state or local laws, rules or regulations. Upon revocation, the wireless telecommunications facility must be removed within thirty (30) days of receipt of written notice from the Village. All costs incurred by the Village in connection with the revocation, removal, and right-of-way restoration shall be paid by the permit holder.

(c) *Failure to Obtain Permit*. Unless exempted from permitting by (2)(b) of this section, a wireless telecommunications facility installed without a wireless permit must be removed within thirty (30) days of receipt of written notice from the Village. All costs incurred by the Village in connection with the notice, removal, and right-of-way restoration shall be paid by entities who own or control any part of the wireless telecommunications facility.

(9) Relocation. Except as otherwise prohibited by federal or state law, a permit holder must promptly and at its own expense, with due regard for seasonal working conditions, permanently remove and relocate any of its wireless telecommunications facilities in the right-of-way whenever the Village

requests such removal and relocation. The Village may make such a request to prevent the facility from interfering with a present or future Village use of the right-of-way; a public improvement undertaken by the Village; an economic development project in which the Village has an interest or investment; when the public health, safety, or welfare require it; or when necessary to prevent interference with the safety and convenience of ordinary travel over the right-of-way. Notwithstanding the foregoing, a permit holder shall not be required to remove or relocate its facilities from any right-of-way that has been vacated in favor of a non-governmental entity unless and until that entity pays the reasonable costs of removal or relocation to the permit holder.

(10) Abandonment.

(a) *Cessation of Use*. In the event that a permitted facility within the right-of-way is not in use for a continuous period of sixty (60) days or longer, the permit holder must promptly notify the Village and do one of the following:

1. Provide information satisfactory to the Zoning Administrator that the permit holder's obligations for its facilities under this section have been lawfully assumed by another permit holder.
2. Submit to the Zoning Administrator a proposal and instruments for dedication of the facilities to the Village. If a permit holder proceeds under this section, the Village may, at its option:
   a. Accept the dedication for all or a portion of the facilities.
   b. Require the permit holder, at its own expense, to remove the facilities and perform the required restoration under (11); or,
   c. Require the permit holder to post a bond or provide payment sufficient to reimburse the Village for reasonably anticipated costs to be incurred in removing the facilities and undertaking restoration under (11).
3. Remove its facilities from the right-of-way within one (1) year and perform the required restoration under (11), unless the Plan Commission waives this requirement or provides a later deadline.

(b) *Abandoned Facilities*. Facilities of a permit holder who fails to comply with (10)(a), and, which for one (1) year, remain unused shall be deemed to be abandoned. Abandoned facilities are deemed to be a nuisance. In addition to any remedies or rights it has at law or in equity, the Village may, at its option:

1. Abate the nuisance and recover the cost from the permit holder or the permit holder's successor in interest;
2. Take possession of the facilities; and/or
3. Require removal of the facilities by the permit holder or the permit holder's successor in interest.

(11) Restoration. In the event that a permit holder removes or is required to remove a wireless telecommunications facility from the right-of-way under this section, or relocate it pursuant to (9), the permit holder must restore the right-of-way to its prior condition in accordance with Village specifications. However, a support structure owned by another entity authorized to maintain that support structure in the right-of-way need not be removed but must instead be restored to its prior condition. If the permit holder fails to make the restorations required by this section, the Village, at its option may do such work. In that event, the permit holder shall pay to the Village, within thirty (30) days of billing therefore, the cost of restoring the right-of-way.

(12) Placement on Village Owned or Controlled Structures. The Village may negotiate agreements for placement of wireless telecommunications facilities on Village owned or controlled structures in the right-of-way. The agreement shall specify the compensation to the Village for use of the structures. The person or entity seeking the agreement shall reimburse the Village for all costs the Village incurs in connection with its review of an action upon the request for an agreement.

(13) Location Preferences. The locations for siting the equipment involved in receiving or transmitting electromagnetic waves associated with wireless telecommunication services are listed in the following order of preference.
(a) On existing, towers that otherwise meet federal, state or local regulations.
(b) On existing structures such as buildings, water towers and utility poles.
(c) On new towers less than 100 feet in height located in the Institutional District.
(d) On new towers 100 feet or greater in height located in the Institutional District.
(e) On new towers less than 100 feet in height located in a B-1, B-2, or B-3 District.
(f) On new towers 100 feet or greater in height located in a B-1, B-2, or B-3 District.
(g) On new towers less than 100 feet in height located in an R-1, R-2, R-3, R-4, or CS-1 District.
(h) On new towers 100 feet or greater in height located in an R-1, R-2, R-3, R-4, or CS-1 District.

(14) Definitions. Definitions in this section may contain citations from or references to Title 47 of the Code of Federal Regulations Sec. 1.6100 and Sec. 1.6002. In the event that any referenced section is amended, creating a conflict between the definition as set forth in this section and the amended language of the referenced section, the definition in the referenced section, as amended, shall control. For the purposes of this section, the terms below shall have the following meanings:

Administrator. The Zoning Administrator/Village Administrator or their designee.

Application. A formal request, including all required and requested documentation and information, submitted by an Applicant to the Village for a wireless permit.

Applicant. A person filing an application for placement or modification of a wireless telecommunications facility in the right-of-way or on public or private land.

Base Station. The same as in Title 47 of the Code of Federal Regulations - Sec. 1.6100(b)(1), which defines the term to mean a structure or wireless telecommunications equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. This definition does not include towers.

Eligible Facilities Request. Defined in Title 47 of the Code of Federal Regulations - Sec. 1.6100(b)(3), and means any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:
(i) Collocation of new transmission equipment;
(ii) Removal of transmission equipment; or,
(iii) Replacement of transmission equipment.

FCC. The Federal Communications Commission.

Right-of-way. The surface of, and the space above and below the entire width of an improved or unimproved public roadway, highway, street, bicycle lane, landscape terrace, shoulder, side slope, and public sidewalk over which the Village exercises any rights of management and control or in which the Village has an interest.

Shot Clocks. The timeline for action established by the FCC. A ninety (90) day shot clock has been set for processing collocation applications (adding to existing structures) and a one hundred fifty (150) day shot clock for processing other applications.

Small Wireless Facility Consistent with Title 47 of the Code of Federal Regulations Sec. 1.6002(l). A facility that meets each of the following conditions:
1. The structure on which antenna facilities are mounted:
   a. Is 50 feet or less in height, or,
   b. Is no more than 10 percent (10%) taller than other adjacent structures, or,
   c. Is not extended to a height of more than 50 feet or by more than 10 percent (10%) above its pre-existing height, whichever is greater, as a result of the collocation of new antenna facilities.
2. Each antenna (excluding associated antenna equipment) is no more than 3 cubic feet in volume;

3. All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is cumulatively no more than 28 cubic feet in volume;
4. The facility does not require antenna structure registration;
5. The facility does not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified by federal law.

Support Structure. Any structure capable of supporting wireless telecommunications equipment.

Tower. The same as in Title 47 of the Code of Federal Regulations Sec. 6100(b)(9), which defines the term as any structure built for the sole or primary purpose of supporting any Federal Communication Commission (FCC) licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site. This definition does not include utility poles.

Underground Areas. Those areas where there are no electrical facilities or facilities of the incumbent local exchange carrier in the right of way; or where the wires associated with the same are or are required to be located underground; or where the same are scheduled to be converted from overhead to underground. Electrical facilities are distribution facilities owned by an electric utility and do not include transmission facilities used or intended to be used to transmit electricity at nominal voltages more than 35,000 volts.

Utility Pole. A a structure in the right-of-way designed to support electric, telephone, and similar utility distribution lines and associated equipment. A tower is not a utility pole.

Wireless Infrastructure Provider. A person that owns, controls, operates, or manages a wireless telecommunications facility or portion thereof within the right-of-way or on public or private property.

Wireless Permit or Permit. A permit issued pursuant to this section and authorizing the placement or modification of a wireless telecommunications facility of a design specified in the permit at a particular location within the right-of-way or on public or private property and the modification of any existing support structure to which the wireless telecommunications facility is proposed to be attached.

Wireless Regulations. Those regulations adopted pursuant to Sec. 5(b)(1) to implement the provisions of this section.

Wireless Service Provider. An entity that provides wireless services to end users.

Wireless Telecommunications Equipment. Equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network.

Wireless Telecommunications Facility or Facility. A facility at a fixed location in the right-of-way or on public or private property consisting of a base station, antennas and other accessory equipment, and a tower and underground wiring, if any, associated with the base station.

Sec. 66.0505 Wind Power Generating Towers

Wind power generation shall be permitted in any district in the Village, in conformance with Wisconsin 2009 Act 40, PSC 128, and shall be permitted on the waters of Green Bay within the jurisdiction of the Village.

Sec. 66.0506 Outdoor Displays

(1) Outdoor Displays Which Are Allowed on a Regular Basis in the B-1 District and Do Not Require a Permit.

(a) No permit will be required if the owner of a business in the B-1 District wishes to display merchandise which is for sale outdoors, excluding the items included in (4). The display must satisfy the following requirements: The outdoor display of merchandise shall not extend more than fifty percent (50%) from the building into the required front setback area.

1. Signs, screening, enclosures, landscaping or materials being displayed shall not interfere in any manner with either on-site or off-site traffic visibility, including pedestrian traffic.
2. The display area shall not inhibit the use of or number of required parking stalls.
3. Display areas shall be separated from any vehicular parking or circulation area and the separation shall be clearly indicated.
4. If goods are removed from the display area, all support fixtures shall also be removed.

(2) Outdoor Displays Which Are Allowed on a Regular Basis in the B-2 and B-3 Districts and Do Not Require a Permit.

(a) No permit will be required if the owner of a business in the B-2 District or the B-3 District wishes to display a small amount of merchandise which is offered for sale outdoors, excluding the items included in (4). The display must satisfy the following requirements:

1. The appearance of the display must be proportionate to the size of the building in which the store is located.
2. The items to be displayed outdoors must be placed at least 20 feet from the face of the curb. If it will be impossible for a business owner to satisfy the 20 foot regulation a small display will be allowed by the building entrance.

(3) Number of Sidewalk Sales Allowed Per Calendar Year.

(a) No permit will be required for sidewalk sales in any of the business districts, but no more than twelve (12) of such sales will be allowed in a calendar year.

(b) The appearance of the merchandise displayed during a sidewalk sale must also be proportionate to the size of the building in which the store is located.

(4) Outdoor Displays Which Do Require a Permit in all Business Districts.

(a) If the owner of a business in any business district within the Village limits wishes to display larger items such as automobiles, trucks, motorcycles, RV's, campers, ATV's, boats and the like, a permit which delineates the area where the large item display will be allowed is required, but the display must meet the following requirements:

1. The display shall not extend more than 20 percent (20%) from the building into the front yard area, and may not extend into the required side or rear setbacks.
2. Automobiles, trucks, motorcycles and boats shall only be displayed or placed on a surface as specified in Sec. 66.0403(6)(a).
3. The display area shall not inhibit the use of or number of required parking stalls.
4. Display areas shall be separated from any vehicular parking or circulation area, and the separation shall be clearly indicated.
5. If goods are removed from the display area, all support fixtures shall also be removed.

SECTION 600 – MODIFICATIONS

Sec. 66.0601 Height Modifications

The district height limitations included elsewhere in this chapter may be exceeded, but shall be in accord with the following: *[See Also Sec. 66.0323(3) for Height Modifications in the B-3 District]*

(1) Architectural Projections. Architectural projections, such as spires, belfries, parapet walls, cupolas, domes, flues and chimneys, are exempt from the height limitations of this chapter, but may be regulated by FCC or FAA regulations where applicable. The cupolas shall not exceed 64 square feet in floor area including stairwells and shall not be higher than 8 feet above the adjacent roof ridge and not contain any living quarters.

(2) Special Structures. Special structures, such as elevator penthouses, grain elevators, necessary mechanical appurtenances, cooling towers, fire towers, solar collectors, substations and smoke stacks, are exempt from the height limitations of this chapter.

(3) Essential Services. Essential services, utilities, water towers and electric power and communication transmission lines are exempt from the height limitations of this chapter.

(4) Observation Towers. Observation towers shall not exceed in height two times their distance from the nearest lot line.

(5) Agricultural Structures. Agricultural structures, such as barns and silos, shall not exceed in height twice their distance from the nearest lot line.

Sec. 66.0602 Setback Modifications

The setback requirements included elsewhere in this chapter may be modified as follows:

(1) Architectural Projections. Architectural projection, such as eaves, chimneys, bay windows, overhangs, cornices, awnings, canopies and similar architectural features may encroach into side yard setbacks by no more than 2 feet, subject to compliance with applicable standards of the Building Code and Fire Code. Eaves, overhangs, cornices, awnings, canopies and similar architectural features may encroach into the right-of-way subject to conditional use approval by the Plan Commission. Walls which are not part of a building and fences may be placed on the property line, subject to the requirements of standards on landscaping and fences and walls.

(2) Essential Services. Essential Services, utilities and electric power and communication transmission lines are exempt from the setback requirements of this chapter.

(3) Emergency Ingress and Egress**.** In the absence of a deck or other structure to provide safe ingress and egress to a second story or higher floor in a building existing at time of this amendment, a landing not to exceed sixteen square feet shall be allowed within a required side yard setback. The burden of proof to illustrate a second or story higher floor had a pre-existing ingress or regress shall be upon the applicant.

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SECTION 700 - SIGNS

Please Note: This entire section of the Zoning Code was revised as the result of the passing and adoption of Ordinance 185-041211, but in accord with the ruling of the Supreme Court in the case entitled, "Reed v. Town of Gilbert", Ordinance 244-100416 was also passed and adopted, and, therefore, this section was further amended and recreated in the following fashion. It has subsequently been amended.

Sec. 66.0700 Purpose and Intent

(1) The purpose of this Sign Code is to provide the legal framework and minimum standards to safeguard life, property, and public welfare by regulating and controlling the number, size, quality of materials, construction, location, illumination, installation and maintenance of all signs that are compatible with zoning regulations. This section of the Zoning Code recognizes the need for well-maintained and attractive sign displays within the Village and the need for adequate business identification, advertising and communication. Because of the unique qualities of the Village of Sister Bay, which need to be protected and enhanced, a high degree of control over the construction materials of signs is deemed to be an important public purpose, but this section does authorize the use of signs on public and private property, provided those signs are:
   (a) Compatible with the zoning district regulations.
   (b) Compatible with the approved Architectural Design Manual and other approved guidelines and manuals.
   (c) Designed, constructed, installed and maintained in such a manner that they do not endanger public safety or traffic safety.
   (d) Legible, readable, visible and well designed for the circumstances in which they are used.
   (e) Respectful of the reasonable rights of other advertisers.
   (f) Not covering any major architectural detail.

Sec. 66.0701 Design Guidelines

(1) The Village recognizes the decision of the United States Supreme Court, as outlined in *Reed v. Gilbert*. As such, Sec. 66.0701 is intended to act as a set of suggestions to sign producers and property owners on what types of signs the Village would prefer to see in order to preserve the small town charm of the community.
(2) Signs are one of the most prominent visual elements of a street. Well-designed signs add interest and variety to building facades and help to attract customers. In general, a sign is the best representation of the business to the passing pedestrian or motorist, and the following design guidelines shall be used as an important part of sign review and approval.
   (a) Before starting to design a sign, take a careful look at the building. Is there an obvious space on the building where the sign would look appropriate without covering architectural details? Some of the Village's older buildings were designed with a horizontal "sign space" stretching across the top of the storefront which should be used. If this "sign space" does not exist, perhaps there is adequate wall area for a wall sign with appropriate space for a projecting sign.
   (b) Take a look at neighboring buildings. Is there a predominant type of sign or a size precedent? In designing a sign, it is important to have an understanding not only of the building but also of the compatibility within the neighborhood. The basis for decisions on sign type, size and location should come from architectural concerns. The specific definitions and regulations governing the various types of signs in this section should be studied before actual design begins.

(3) Simplicity. An effectively designed sign with bold, easily recognized symbols and clear crisp lettering will identify a business or activity efficiently and attractively, enhance the area in which it is located and complement the general appearance of the street and Village.
(4) Color. Restraint should be exercised when selecting colors. On most signs, no more than three (3) colors should be used: one for background, a contrasting color for lettering, and a third for perhaps emphasis (such as for borders, motifs, or shading of letters to give it a three-dimensional look). Colors should be chosen which complement each other as well as the general tone of the building.
(5) Messages. Messages should be simple for rapid comprehension by the public. Pictures, symbols, and logos can add individuality and character to signs, in addition to making them easier to read.
(6) Materials. Sign materials shall be compatible with the surrounding area. Sign materials shall be consistent with or at least complement the original construction materials and architectural style of the building façade on which they are to be displayed.
(7) Lettering. Lettering styles should complement the style and period of the building on which they appear. Traditional block and curvilinear styles, which are easy to read, are preferred. Generally, different type styles should not be used on the same sign to avoid a cluttered appearance.

Secs. 66.0702 - 66.0709, Reserved

Sec. 66.0710 Business District Signage with Permit

(1) In General. Signs are permitted in all business districts subject to the requirements in this chapter.
(2) Determination of Allowable Signage. The area of each building's signage shall be the lineal feet of the front of the building multiplied by the story factor. A basement shall not count as a story. *[See Sec. 66.0753(6) to determine the manner in which to ascertain the linear front footage of a building.]* No single projecting or ground sign may exceed 24 square feet in area per side.

PLEASE REFER TO THE TABLE ON THE FOLLOWING PAGE TO CALCULATE HOW MANY SQUARE FEET OF SIGNAGE WILL ACTUALLY BE ALLOWED FOR YOUR PROPERTY. TO DO THAT, MEASURE THE WIDTH OF THE FRONT OF YOUR BUILDING, AND THEN USE THE PROPER MULTIPLIER FOR THE BUILDING WIDTH, TAKING INTO ACCOUNT HOW MANY STORIES THE BUILDING ACTUALLY HAS. (FOR EXAMPLE, A ONE STORY BUILDING THAT IS 100 FEET IN WIDTH WOULD BE ALLOWED TO DISPLAY 59.40 SQUARE FEET OF SIGNAGE.) [100 X 0.594 = 59.40]

(3) Allowable Signage Determination Table.

Building Width Range in Feet	Multiplier		
	One Story	Two Story	Three Story
0	0.750	0.830	0.900
5	0.750	0.830	0.900
10	0.750	0.830	0.900
15	0.750	0.830	0.900
20	0.750	0.830	0.900
25	0.750	0.830	0.900
30	0.750	0.830	0.900
35	0.721	0.798	0.865
40	0.711	0.787	0.853
45	0.701	0.776	0.842
50	0.692	0.765	0.830
55	0.682	0.754	0.818
60	0.672	0.743	0.807
65	0.663	0.733	0.795
70	0.653	0.722	0.783
75	0.643	0.711	0.772
80	0.633	0.700	0.760
85	0.624	0.689	0.748
90	0.614	0.678	0.737
95	0.604	0.668	0.725
100	0.594	0.657	0.713
105	0.585	0.646	0.702
110	0.575	0.635	0.690
115	0.565	0.624	0.678
120	0.556	0.613	0.667
125	0.546	0.602	0.655
130	0.536	0.592	0.643
135	0.526	0.581	0.632
140	0.517	0.570	0.620
145	0.507	0.559	0.608
150	0.497	0.548	0.597
155	0.488	0.537	0.585
160	0.478	0.527	0.573
165	0.468	0.516	0.562
170	0.458	0.505	0.550
175	0.449	0.494	0.538
180	0.439	0.483	0.527
185	0.429	0.472	0.515
190	0.419	0.462	0.503
195	0.410	0.451	0.492
200	0.400	0.440	0.480
Over 200	0.390	0.429	0.468

(4) Window Signs. All businesses are allowed window signs, which may be placed only on the inside of buildings and shall not exceed twenty-five percent (25%) of the glass area of the windows fronting on a public street. Window signs that do not display the name, logo or product, as specified above, or those window signs, of which the sign copy changes weekly, shall not require a permit; window signs that display the name, logo or product, or those window signs where the sign copy does not change once a week, shall count towards the overall signage allowed in Sec. 66.0710(2) and (3), and a permit shall be required.

(5) Awning Signage. All businesses are allowed signage on awnings/canopies. If the signage on the awning/canopy includes the business name or logo, a permit shall be required; if the signage on the awning/canopy does not include the business name or logo, no permit is required. Awning/canopy signage may include logos, business names, symbols and wording placed only on the flap. All signage is restricted to the outermost vertical flap only and the vertical flap shall not exceed 25% of the height of the awning/canopy. Signage is not allowed on the sides of the flap or the horizontal or slanted portion of the awning/canopy. An awning/canopy covering pedestrian or vehicle access areas signs shall provide no less than 8 feet vertical clearance between the bottom of the sign and the ground (finished surface), directly beneath the awning/canopy. Signage on awnings, as specified above, shall not count towards total signage unless a sign permit is required.

(6) Signage at the Entrance of Tenant Spaces. One sign placed at the entrance of the space for each separate tenant space in multi-tenant buildings may be placed on the building and each directory sign shall not exceed 2 square feet per side. In lieu of one entrance directory sign for each separate tenant space, a single wall sign may be permitted. The area of the wall sign shall be no larger than the cumulative amount of the permitted separate entrance directory signs. The in lieu of sign shall be in addition to the sign areas allowed above and shall conform to all of the requirements of this section.

(7) Certain Sandwich Board Signs. *[See Section 66.0714]*

(8) Permitted Types of Signs. A business may divide the total permitted signage into any combination of the four types listed below, not to exceed the total permitted area limits set forth in (b) above.

(a) *Wall signs.* Wall signs placed flat against the exterior walls of a building shall not extend above the roofline. Wall signs shall not extend beyond the ends of the wall to which they are attached.

(b) *Projecting signs.* Projecting signs fastened to, suspended from or supported by structures, shall not extend more than 6 feet into the required yard area, shall not extend into any public right-of-way, shall not extend over any driveway and, shall be at least 10 feet from all side lot lines. Except in areas where there are public sidewalks which are cleared of snow by the Village, the projecting sign shall not be located at a point higher than seventy-five percent (75%) of the wall measured from the top of the foundation where it is located. In those areas where the sidewalks are cleared of snow by the Village, there shall be a minimum clearance of 92 inches from the bottom of projecting signs to the sidewalk.

(c) *Ground signs.* Ground signs shall not exceed 8 feet in height. Ground signs shall be located at least 10 feet from any street right-of-way and at least 2 feet away from any side or rear lot line except as specified in (a) below, but if any and all adjoining property owner(s) execute an applicable agreement a 0 foot side or rear setback will be allowed. Ground signs shall comply with the traffic visibility requirements set forth in Sec. 66.0401. All ground signs shall include landscaping at the base of the sign.

1. In the B-3 Downtown Business District ground signs may be located no closer than 10 feet from the face of the curb, if the existing building and/or terrain is not suitable for the setback as specified above.
2. All parcels shall be limited to one ground sign, regardless of the number of businesses, buildings on the site or the number of street frontages abutting the property.

(d) *Vending Machine Signage.* Only vending machines without internal illumination are permitted in all business districts.

Sec. 66.0711 Commercial Center Signage with Permit

A commercial center, as defined in this chapter, may be permitted the following signage in addition to the approved building signage as specified in Sec. 66.0710(4)-(8)(b).

(1) Signs Used for Commercial Centers. Commercial Centers shall be allowed as follows:
   (a) Two (2) ground signs may be provided. Two (2) ground signs may be permitted along the State Highway abutting a commercial center. If the commercial center has no State Highway frontage, the number, size and location of the signage shall be determined by the Plan Commission.
   (b) The ground signs shall not exceed 72 square feet per side in total area and not exceed 8 feet in height. The location shall be approved by the Plan Commission prior to the issuance of a sign permit.
(2) Business or Tenant Signage. The signage specified in Sec. 66.0710(6) may be provided for each individual tenant business in a commercial center. In a multi-tenant building, each business shall be permitted signage up to 12 square feet per sign side for a total of not more than 24 square feet total. In a single tenant building the business shall be permitted signage up to 12 square feet per side on the interior of the shopping center facing the parking lot.
(3) Additional On-Premise Signage. One additional ground sign on the shopping center property may be permitted subject to the following restrictions:
   (a) The maximum size of the sign shall not exceed 36 square feet per side.
   (b) The location shall be approved by the Plan Commission prior to the issuance of a Sign Permit.

Sec. 66.0712 Multi-Use Development with Permit

A multi-use development, as defined in this chapter, may be permitted the following signage in addition to the approved building signage as specified in Sec. 66.0710(4)-(8)(b).

(1) Signs Used for Multi-Use Developments. Multi-Use Developments shall be allowed as follows:
   (a) One (1) ground sign may be provided for the development.
   (b) The ground sign shall not exceed 36 square feet per side in total area and not exceed 8 feet in height. The location shall be approved by the Plan Commission prior to the issuance of a sign permit.
(2) Business or Tenant Signage. The signage specified in Sec. 66.0710(6) may be provided for each individual tenant business in a multi-use development. In addition, each business shall be permitted signage up to 12 square feet per sign side for a total of not more than 24 square feet total.

Sec. 66.0713 Off-Premise Signage with Permit

This section shall only apply to businesses located on a State Highway. Off-premise directional signs shall only be allowed for entities located within the Village limits. All off-premise signs shall require a sign permit and shall be restricted to the following uses:

(1) Off-Premise Directional Signs on Highway 42 or 57
   (a) Traffic control devices on private or public property must be erected and maintained to comply with the Manual on Uniform Traffic Control Devices adopted in this state, and if not adopted by this state, with the Manual on Uniform Traffic Control Devices adopted by the Federal Highway Administration.
   (b) Off-premise signs on either state highway require a permit.
   (c) The basis of approval shall be as follows:
      1. The Plan Commission shall approve of sign locations.
      2. There shall be only one (1) sign on the highway for each entity requesting such signage.

Sec. 66.0714 Sandwich Board Signage with Permit

Sandwich board signs are permitted subject to the following conditions:

(1) Entities may use sandwich board signs on their property in front of their properties in the B-1, B-2, B-3, I-1 and P-1 Districts as permitted, provided that the sandwich board signs will not be located on any sidewalk or bikeway if one is present or in any public right-of-way.

(2) Sandwich Board Sign Impact on Total Permitted Signage:

(a) A sandwich board where the messages and content change on a weekly basis shall not count towards the total signage allowed under Section 66.0710.

(b) A sandwich board where the wording or image is unchanging shall count toward the total signage allowed under Section 66.0710. Any sandwich board permitted under this subsection shall also comply with (3)—(7) below.

(3) The sandwich board sign must be located in front of the property, and will not cause a hazard to traffic or adjoining properties. These signs shall require a permit and shall not exceed 6 square feet in area on one side or 12 square feet on all sides.

(4) The sandwich board sign must be removed from its display location whenever the permit holder is not open to the public.

(5) Festivals, non-profits, organizations and businesses under contract with the Village may use sandwich board signs on Village owned property or other property in any district as permitted provided that the sandwich board signs will not be located on any sidewalk or bikeway if one is present or in any public right-of-way.

(6) The Plan Commission shall establish a sandwich board design guide, which will reflect various preferred designs and colors. The guide shall be updated periodically.

(7) The fee for a sandwich board sign permit will be delineated in the most recently adopted version of the Village's fee schedule.

Secs. 66.0715 - 66.0719, Reserved

Sec. 66.0720 On-Premise Signs without Permit

Except as prohibited in Sec. 66.0770, the following signs are permitted in all zoning districts without a permit, subject to the following regulations:

(1) Construction Area Signage. Temporary signs on a property during a period of construction may be placed on a construction site without a permit, provided that there shall be no more than one (1) such sign located on the premises; no sign shall exceed 18 square feet in area on one side or 36 square feet on all sides; and the sign shall be removed within seventy-two (72) hours following the issuance of an occupancy permit.

(2) Development Agreement Temporary Signs. Temporary signs issued as part of a development agreement shall be removed as specified in that agreement.

(3) Bulletin Boards. Bulletin boards are not to exceed 4 square feet in area on one side located on the building.

(4) Signs Cut Into Buildings. Signs and tablets when cut into any masonry surface or when constructed of metal and affixed flat against a structure will count towards total allowable signage, and be reviewed by the Plan Commission as an architectural feature and approved or denied based on total allowable signage.

(5) Official Signs. Official signs, such as traffic control, parking restrictions, Village welcome signs and related entrance signs, and public notices when approved by the Zoning Administrator.

(6) Lot Signs. On-premise signs located at the entrance and exit of a driveway or street shall not exceed 2 square feet.

(7) Parking Signs. Signs in parking lots shall be mounted no less than 4 feet from the ground and shall not exceed 24 inches high by 30 inches wide.

(8) Flags. Property owners shall be permitted up to three flags of no more than 15 square feet each. Feather flags, tear drop flags or flags of similar style are prohibited.

(9) Signs on External Walls. One sign on an external wall is allowed per commercially zoned unit. The maximum allowable size for such sign is 4 square feet. If it is over 4 square feet in size the sign's

area shall be included in the total signage calculation. All signs must be mounted on the building. Erasable blackboards or glass-enclosed cases are acceptable.

(10) "OPEN" Signs. One lighted or unlighted "OPEN" sign which is no larger than 9" X 20" (1.25 square feet in size), is allowed per business. Open signs must be a consistent frame of light; flashing lights or any patterns of light are not allowed. If the business is located too far from the roadway for this size sign to be discernable a larger "OPEN" sign may be approved at the discretion of the Plan Commission. Such signs shall not be considered when calculating the allowable amount of signage for a business.

(11) Gas Price Signs. Gas price signs shall not be considered when calculating the allowable amount of signage for a business. Gas price signage which is no larger than 40" X 44", (12.25 square feet in size), is allowed. Anything larger than that must be reviewed by the Plan Commission on a case-by-case basis.

(12) For Sale or Lease Signs. Signs advertising the sale or lease of property shall be limited to one sign, except a corner lot is allowed one sign on each street bordering the lot. Said signs shall not exceed 5 square feet in size, and the signs shall not be erected prior to a signed listing contract, and, shall be removed within ten (10) days of a signed sale document or lease. "For Lease" signs shall be prohibited on a property licensed as a short-term rental.

Sec. 66.0721 On/Off-Premise Signs without Permit

(1) Temporary Signs - Designated Events. During the 48 hour period leading up to a designated festival or event (including the day/days of the event) that has been approved by the Village Parks, Property & Streets Committee a property owner may be allowed:
   (a) Only one additional sign per lot.
   (b) The sign shall be set back a minimum of 10 feet from all lot lines.
   (c) The sign area shall not exceed 12 square feet, or for a business up to the allowable amount of signage.
   (d) The sign shall not exceed 6 feet in height.
   (e) Temporary signs must be removed within twenty-four (24) hours after the festival or event.

(2) Failure to Comply with Standards. Any entity utilizing temporary signs authorized by (1) above that fails to follow the standards delineated in that section shall be notified in writing that all future seasonal, special event and fund raising signage shall require a regular sign permit and shall be subject to the forfeiture that is delineated in the most recently adopted version of the Village's fee schedule at the discretion of the Zoning Administrator.

Sec. 66.0722 Other On/Off-Premise Signs with Permit

(1) (Reserved)

(2) Changeable Copy Signs. Changeable copy signs, fixed or moveable, may be permitted If approved by the Plan Commission.

(3) Temporary Signs - Other Events. The temporary use of banners, balloons, streamers, pennants, and other similar signage in any district may be allowed provided that the media will not be located on any sidewalk or bikeway if one is present or in any public right-of-way. The signs cannot be erected more than 7 days before the event and must be removed within 1 day after the event. The property owner must grant permission in writing for the placement of the sign/media. The sign/media, will not be located closer than ten feet to an adjacent property; driveway, and will not cause a hazard to traffic or adjoining properties. This type of sign/media shall require a permit and shall not exceed 12 square feet in area on one side or 24 square feet on all sides.

Secs. 66.0723 - 66.0729, Reserved

Sec. 66.0730 Residential Districts Signage with Permit

The following signs are permitted in any residential district and are subject to the following regulations:

(1) Signs. Signs authorized on a property are not to exceed 6 feet in height and 24 square feet in area on one side and 48 square feet in area on all sides, placed at the entrance to a subdivision or development. The sign shall be located no closer than 10 feet to any street right-of-way, nor closer than 10 feet to any side or rear lot line.
(2) Temporary Signs. Temporary signs for the purpose of designating a new building or development may be permitted for a limited period of time provided that the sign shall not exceed 18 square feet in area on one side and 36 square feet in area on all sides and shall be located no closer than 10 feet from any street right-of-way, nor closer than 10 feet to any side or rear lot line. The developer may use such signage to market the development provided that the sign shall not be in place for more than sixty (60) days of the issuance of an occupancy permit. Projects covered by a development agreement may specify the date for the removal of the sign.
(3) Other Signs. Signs over show windows or doors or on a non-conforming business establishment may not exceed 8 square feet in area.

Sec. 66.0731 Countryside District Signage with Permit

The following on-premise signs are permitted in the CS-1 District:
(1) All signs permitted in residential districts in the Village.
(2) On-premise signs which do not exceed 24 square feet in area. There shall be no more than one such sign for each highway upon which the property faces. If attached to the building, such signs shall be no higher than the roofline. If located on the ground, such signs shall not be higher than 8 feet above the ground.
(3) Ground signs which do not exceed 24 square feet in area on one side or 48 square feet on all sides.

Sec. 66.0732 Institutional and Park Districts Signage with Permit

The following signs are permitted in the Institutional and Park districts in the Village, and are subject to the following regulations:
(1) Private and public institutional signage must be approved by the Plan Commission.
(2) Signs on publicly owned land shall meet the following criteria:
    (a) Such signs shall be securely fastened, constructed and continuously maintained in such a manner as to prevent damage from the natural elements.
    (b) Such signs shall be located in such a manner to minimize visual impacts to areas located outside of the park facilities.
    (c) Such signs shall be permitted for the sole purpose of generating funds for Village authorized programs and facilities. In all cases, the overall aesthetics of the park and the surrounding area shall be a significant consideration in the placement and design of the signs.
    (d) An agreement between the Village and the sign sponsor shall be executed specifying annual fees and a maintenance schedule.
    (e) Such signs shall be permitted subject to Plan Commission discretion.

Secs. 66.0733 - 66.0749, Reserved

Sec. 66.0750 Sign Permit

(1) Application Requirements. Application for a sign permit shall be made on forms provided by the Zoning Administrator and shall contain or have attached thereto at least the following information:
    (a) Name, address and telephone number of the applicant. Location of building, structure, or lot to which or upon which the sign is to be attached or erected.
    (b) Name of person, firm, corporation, or association erecting the sign.
    (c) In cases where more than one business occupies a single building, the assignment of on-building sign area to the various businesses shall be at the discretion of the property owner. This allocation shall be specified in the sign permit application.

(d) Written consent of the owner or lessee of the building, structure, or land to which or upon which the sign is to be affixed.
(e) A scale drawing of such signage, indicating the dimensions, the materials to be used, the colors on the sign, the type of illumination, if any, and the method of construction and attachment. The drawing shall be drawn at a scale no smaller than one-eighth (1/8) inch equals 1 foot and shall be prepared, signed and sealed by a registered professional engineer when required by the Zoning Administrator.
(f) A scale drawing indicating the location and position of such sign in relation to nearby buildings or structures. The drawing shall be at a scale no smaller than 1 inch equals 50 feet.
(g) Copies of any other permits required.
(h) Signs requiring State approval shall provide a copy of such approval with the sign permit application.
(i) Additional information may be required by the Zoning Administrator or Plan Commission.

(2) Time Limits. Sign permit applications shall be filed with the Zoning Administrator, who may approve or deny the application, in writing, within twenty (20) working days after submittal. A sign permit shall become invalid, if work authorized under the permit has not been completed within six (6) months of the date of issuance.

(3) Fee. At the time of the filing of the application for a sign permit, the applicant shall furnish to the Zoning Administrator the fee for the permit in accordance with the most recently adopted version of the fee schedule for the Village.

(4) Waiver of Some Requirements. The Zoning Administrator may waive the requirements for certain plans, specifications, data, or drawings when the application is to execute minor alterations or repairs to a sign, provided that the proposed construction, alteration, or repair is sufficiently described in the application for the permit.

Sec. 66.0751 Construction Standards

(1) Sign Materials. Signs should be constructed predominantly of natural materials, such as rough cedar, pine or other types of wood. Stained glass may also be used. Manufactured materials that give the appearance of natural materials are also permitted. Signs with relief are encouraged. Supporting members or braces of all signs shall be constructed of approved materials.

(2) Covering Architectural Details. Signs shall not cover architectural details such as, but not limited to arches, sills, moldings, cornices and transom windows. It may be required that existing signboards or sign bands be used for placement of signs.

(3) Construction Standards. The applicant shall be responsible for obtaining the necessary permits to comply with Village and State building, electric and WisDOT Codes.

(4) Protection of the Public. The temporary occupancy of a sidewalk or street or other public property during construction, removal, repair, alteration or maintenance of a sign is permitted provided the space occupied is roped off, fenced off or otherwise isolated. The Zoning Administrator shall be notified at least twenty-four (24) hours in advance of such proposed obstruction.

(5) Sign Location Affecting Egress. No signs or any part thereof or sign anchors, braces, or guide rods shall be attached, fastened, or anchored to any fire escape, fire ladder, or standpipe, and no such sign or any part of any such sign or any anchor, brace or guide rod shall be erected, put up, or maintained so as to hinder or prevent ingress or egress through such door, doorway, or window, or prevent the raising or placing of ladders against such building by the Fire Department, as necessity may require.

Sec. 66.0752 Color and Lighting

(1) Colors that are of the neon or fluorescent families may not be used as they do not promote the historic preservation of the Village.

(2) Signs shall not resemble, imitate or approximate the shape, size, form or color of traffic signs, signals or devices. Signs may be illuminated, but non-flashing.
(3) Signs in residential districts shall not be illuminated.
(4) No sign shall be illuminated except as follows:
  (a) Natural illumination or background illumination from street lighting or parking lot lighting.
  (b) Shielded spotlights designed to focus the light only on the sign.
  (c) The maximum permitted illumination on the face shall not exceed 5 foot-candles.
  (d) "Halo" lit/reverse channel letter signage, i.e., aluminum faces and sides, (returns), mounted on "stand-offs" away from the wall which project LED's to the wall surface giving the sign a "halo" effect, are allowed with a permit.
(5) Searchlights may not be used in the Village without a permit. The Plan Commission may permit the temporary use of a searchlight for advertising purposes in business districts, provided that the searchlight will not be located in any public right-of-way, will not be located closer than 20 feet to an adjacent property, and will not cause a hazard to traffic or adjoining properties. Searchlight permits shall not be granted for a period of more than five (5) days in any six-month period. If, however, representatives of federal, state or local government agencies wish to operate a searchlight in the Village for official business, no permit will be required.

Sec. 66.0753 Measuring Signs

(1) Area of Sign. Measurement of sign area shall be calculated as the sum of the area within the smallest regular rectangle that will encompass all elements of the actual sign face, including any writing, logos, representations, emblems, or any figures or similar characters, together with any material forming an integral part of the display or forming the backing surface or background on which the message or symbols are displayed.
(2) Wall Sign. For a sign painted on or applied to a building or to a freestanding wall, the area shall be considered to include all lettering, wording, and accompanying designs or symbols, together with any background of a different color than the natural color, or finish material of the building or architectural wall. The architectural wall shall be subject to Plan Commission approval of the site and landscaping plan. The main supporting sign structure (i.e., brackets, posts, foundation, etc.) shall not be included in the area measurement.
(3) Letter Signs. The gross surface area of a skeleton letter wall sign consisting of individual letters and/or symbols shall be determined by calculating the horizontal length of the combined areas of the smallest rectangles, which encompass each word, letter, figure and emblem on the sign by the vertical height of the outside dimensions of the whole sign.
(4) Two-Sided Signs. When a sign has two or more faces, the area of all faces shall be included in determining the area, except that where two (2) faces are placed back to back and the angle between the faces measures 45 degrees or less, the total sign area shall be computed by measuring the square footage of a single face. When the angle between sign faces measures greater than 45 degrees, the total sign area shall be computed by adding the square footage of each face.
(5) Sign Height. Maximum or minimum sign height shall be measured from the ground surface adjacent to the center of the bottom of the structure supporting the sign to the top of the sign surface being regulated.
(6) Length of Lineal Building Front Footage. The term "length of lineal building front footage" is defined as the length of the wall of the building adjacent and parallel or closely parallel to any abutting street or public right-of-way. If the building is located on a corner lot then the side of the building used for addressing purposes shall be deemed the front of the building. If the front of the building is uneven, then that portion of the building that is adjacent and parallel to the abutting street that is within 25 feet of the primary front wall shall be included in the total length of the lineal building front footage.

Sec. 66.0754 Maintenance of Signs

(1) Maintenance and Repair. Every sign, including, but not limited to those signs for which permits are required, shall be maintained in safe, presentable, and good structural condition at all times, including replacement of defective parts, painting (except when a weathered or natural surface is intended), repainting, cleaning, and other acts required for the maintenance of such sign.

(2) Compliance Standards. The Zoning Administrator shall require compliance with all standards of this section. If a sign is not modified to comply with the standards outlined in this section, the Zoning Administrator shall require its removal in accordance with (4) of this section.

(3) Abandoned Signs. All signs or messages shall be removed by the owner or lessee of the premises upon which an on-premise sign is located when the business it advertises is no longer conducted or, for an off-premise sign, when the lease payment and rental income are no longer provided, unless there is evidence that the owner or agent is marketing the property for sale or lease. If the owner or lessee fails to remove the sign, the Zoning Administrator shall give the owner thirty (30) days written notice to remove such sign. Upon failure of the owner or lessee to comply with this notice, the Village may cause the sign to be removed and all costs of such removal shall be collected as a special assessment on the next succeeding tax roll.

(4) Deteriorated or Dilapidated Signs. The Zoning Administrator shall give the owner or lessee of any premises on which a deteriorated or dilapidated sign is located, sixty (60) days written notice to repair any deteriorated or dilapidated signs and remove such condition, without enlarging or structurally altering such signs.

(a) If it is determined that such deteriorated or dilapidated signs cannot be repaired without structurally altering or changing the sign, then the owner or lessee of such sign shall obtain a permit from the Zoning Administrator for such changes or alterations.

(b) Upon failure of the owner or lessee to comply with the notice set forth in this section, or in the event of the failure of the owner or lessee to obtain a permit as set forth in Sec. 66.0750, the Village may cause the sign to be removed and all costs of such removal shall be collected as a special assessment on the next succeeding tax roll.

Secs. 66.0755 - 66.0769, Reserved

Sec. 66.0770 Prohibited Signs

The following signs are prohibited in all districts:

(1) Abandoned signs.

(2) Any sign advertising or identifying a business or organization, which is either defunct or no longer located on the premises. Exceptions are granted to landmark signs, which may be preserved and maintained even if they no longer pertain to the present use of the premises.

(3) Flashing, alternating, rotating or swinging signs or devices, whether illuminated or not, visible from the right-of-way.

(4) Floodlighted or reflection illuminated signs for which the light source is positioned so that its light source is visible from a public right-of-way by vehicular traffic, or for which the light source is visible from adjoining property.

(5) Internally illuminated signs, and neon signs other than OPEN signs.

(6) Flashing signs, signs with an intermittent or flashing light source, signs containing moving parts, and signs containing reflective elements, which sparkle or twinkle in the sunlight.

(7) Electronic message centers, variable message signs that utilize computer generated messages or some other electronic means of changing copy, including displays using incandescent lamps, LED's, LCD's or a flipper matrix.

(8) Unclassified Signs:

(a) Signs that are a hazard or dangerous distraction to vehicular traffic or a nuisance to adjoining residential property are prohibited.

(b) No sign shall resemble, imitate or approximate the shape, size, form or color of a traffic sign, signal or device.

(c) No sign shall be located to interfere with the visibility or effectiveness of any official traffic sign or signal or with driver vision at the access point of any intersection.
(d) No sign shall be erected, relocated or maintained to prevent free ingress or egress from any door, window or fire escape, and no sign shall be attached to a standpipe, fire escape or utility pole.
(e) No sign shall contain, include or be illuminated by flashing light or by any light directed toward a neighboring residence, roads or highways.
(f) No sign shall contain, include or be composed of any conspicuous animated part.
(g) No sign shall be painted on rocks or affixed to trees or any public infrastructure such as utility poles, street signs or similar equipment, including truck bodies, furniture, yard art, mailboxes, school bus waiting shelters, or similar objects not designed to support a ground sign.

(9) Inflatable advertising devices or signs.
(10) Murals shall be a conditional use and shall be reviewed and approved by the Plan Commission for location, size and material only without regard to artistic content and shall be limited to no more than 24 square feet.
(11) Billboard signs larger than the maximum permitted square footage per face.
(12) Signs taller than 8 feet in height.
(13) A "V" sign shall be prohibited unless the backs of both signs display no letters or symbols and are landscaped to screen their backsides.
(14) Reflective lights.
(15) Mobile signs unless permitted as a temporary use.
(16) No sign shall be located, erected, moved, reconstructed, extended, enlarged, converted or structurally altered in the Wetland W-1 District.
(17) Short-Term Rental Signage. No property with a non-conforming use or detached single family dwelling in the R-1, R-2, R-3, or CS-1 Districts that is used for short-term rentals shall have a sign erected on it advertising the name of the short-term rental or the availability thereof.

Secs. 66.0771 - 66.0779, Reserved

Sec. 66.0780 Legal Non-conforming Signs

(1) Notification of Non-Conformance. Upon determination that a sign is non-conforming, the Zoning Administrator shall use reasonable efforts to so notify, in writing, the user or owner of the property on which the sign is located of the following:
(a) The sign's non-conformity.
(b) Whether the sign is eligible for characterization as a legal non-conforming sign or is unlawful.

(2) Signs Eligible For Characterization As Having Legal Non-Conforming Status. Any sign located within the Village limits or located in an area annexed to the Village hereafter, which does not conform to the provisions of this chapter, is eligible for characterization as a legal non-conforming sign and is permitted, providing it also meets the following requirements:
(a) The sign was covered by a sign permit prior to the date of adoption of the prior zoning ordinance, this code or an amendment.
(b) If no permit was required by the Village at the time the sign was erected, and the sign was not changed or altered after the effective date of this code or a prior zoning ordinance in a manner that under this chapter would have caused a loss of non-conforming status.
(c) An existing sign located closer than 10 feet to the street right-of-way in the B-3 District shall not be deemed non-conforming solely on that basis.

(3) Loss of Legal Non-Conforming Status. A sign loses its legal non-conforming status when any one of the following occurs:

(a) The sign is structurally altered in any way, except for normal maintenance or repair, which tends to or makes the sign less in compliance with the requirements of this section then it was before alteration.
(b) The sign is damaged to such an extent that the cost to repair or reconstruct such sign exceeds fifty percent (50%) of the assessed value of the sign.
(c) The design, logo or wording of the sign is altered.
(d) The replacement of a non-conforming sign with an identical sign may be allowed, subject to obtaining a permit. The new sign must utilize permitted materials.

(4) Legal Non-Conforming Sign Maintenance and Repair. Nothing in this section shall relieve the owner or user of a legal non-conforming sign, or the owner of the property on which the sign is located, from the provisions of this section regarding safety, maintenance and repair of the sign. All work, including repainting, requires a permit.

Secs. 66.0781 - 66.0789, Reserved

Sec. 66.0790 Historic Signs

(1) Signs of historic significance which make a contribution to the cultural or historic quality of the Village because of their unique construction materials or unique design, unusual age, prominent location within the Village, or unique craftsmanship from another period of time may be exempted from any or all size, height, number, animation, lighting, or setback requirements of the section, when the Plan Commission finds that the following conditions exist:
(a) The sign is of exemplary technology, craftsmanship, or design of the period in which it was constructed and means of illumination (neon, incandescent or replica fixtures); and is not significantly altered from its historic period. If the sign has been altered, it must be restored to its historic function and appearance.
(b) The sign may be integrated into the architecture of a period building.
(c) A sign not meeting the criteria listed above may be considered a historic sign if it demonstrates extraordinary aesthetic quality, creativity or innovation in design.
(d) Historic signs are exempt from the requirements of Sec. 66.0780, *Legal Non-Conforming Signs.*
(e) Signs considered historic must be approved by the Plan Commission via public hearing and Findings of Fact that are documented in the Plan Commission meeting minutes. The application for such approval shall be via a Sign Permit Application and if approved, the permit be issued identifying the sign as a Historic Sign per this section. This subsection shall be amended to include the designation upon Board approval and be listed below.
i. *The Patio* sign located at 10440 Orchard Drive
(f) Signs determined to be historic and listed in subsection (e) above shall require a deed restriction indicating the restrictions listed above applicable to the sign. The sign owner shall bear the cost of recording the deed restriction.

Sec. 66.0791 Compliance

Except as otherwise authorized, no sign visible from a state or county road, from any Village street, from a private street, from a public parking lot, from a private parking lot, from the water or from any adjacent property shall be located, erected, moved, repainted with different colors, reconstructed, extended, enlarged or structurally altered, including the placement of various components of the sign, until a permit has been reviewed and approved by the Plan Commission or designated representative and a permit has been issued to the property owner or building occupant by the Zoning Administrator. Signs located on a property or location with multiple buildings or businesses under common or separate ownership shall not be exempt from the requirements of this section. Additions to and alterations of existing signs and their support structures require a new permit.

SECTION 800 - PERFORMANCE STANDARDS

Sec. 66.0801 Compliance

This section of the Zoning Code permits specific uses in specific districts; and these performance standards are designed to limit, restrict and prohibit the effects of those uses outside their premises or district. All structures, land, air and waters shall, hereafter, in addition to their use and site regulations, comply with the following performance standards.

Sec. 66.0802 Air Pollution

No person or activity shall emit any fly ash, dust, particulate matter, fumes, vapors, mists or gases in such quantities that would constitute a nuisance to surrounding property owners. Dust and other types of pollution borne by the wind from such sources as storage areas, yards and roads within lot boundaries shall be kept to a minimum by appropriate landscaping, paving, fencing or other acceptable means. The release of materials intrinsically odorous or capable of being odorous, by either bacterial decomposition or chemical reaction, which renders it perceptible from beyond the lot, shall be prohibited.

Sec. 66.0803 Fire and Explosive Hazards

(1) All activities involving the utilization, processing, or storage of flammable or explosive materials shall be provided with adequate safety devices against the hazard of fire and explosion and with adequate firefighting and fire-suppression equipment and devices that are standard in the industry and approved by the Sister Bay Liberty Grove Fire Chief or designee.

(2) All materials that range from active to intense burning shall be utilized, processed or stored only within completely enclosed buildings, which have incombustible exterior walls and an automatic fire extinguishing systems. Storage of flammable and explosive material, except as prohibited by (3), shall be in accordance with the requirements of Chapter COMM. 10 of the Wisconsin Administrative Code, or its successor code, and the requirements of Chapter NFPA 30.

(3) Notwithstanding the requirements of subsection (2), the storage or sale of fireworks as regulated by Wis. Stats. §167.10 shall not be permitted in the B-1, B-2 or B-3 zoning districts except as listed below:

   (a) An agent of the Village of Sister Bay with the appropriate Village issued permit for a fireworks display done in conjunction with a Village festival or Village event may store fireworks for not more than 96 hours consistent with the storage requirements in Wis. Stats. §167.10.

Sec. 66.0804 Heat

No activity shall emit heat that is measurable outside its premises, except activities which may emit direct or sky reflected heat, which shall not be felt outside their district. All operations producing intense heat shall be conducted within a completely enclosed building.

Sec. 66.0805 Water Quality Protection

No activity shall locate, store, discharge, or permit the discharge of any treated, untreated, or inadequately treated liquid, gaseous, or solid materials of such nature, quantity, obnoxiousness, toxicity, or temperature that might run off, seep, percolate, or wash into surface or subsurface waters so as to contaminate, pollute, or harm such waters or cause nuisances such as objectionable shore deposits, floating or submerged debris, oil or scum, color, odor, taste, or unsightliness or be harmful to human, animal, plant, or aquatic life. In addition, no activity shall withdraw water or discharge any liquid or solid materials to exceed, or contribute toward the exceeding of the minimum standards set forth in Chapter NR 102 of the Wisconsin Administrative Code, or its successor code. No use shall discharge across the boundaries of the subject property, or through percolation into the subsoil, toxic or noxious material in such concentration as to be detrimental to or endanger the public health,

safety, comfort and welfare or cause injury or damage to any property or business. No use shall discharge at any point into any public or private sewage disposal system or stream, or into the ground, any liquid or solid material, except activities that are conducted in accordance with the regulations of the Wisconsin Department of Natural Resources.

Sec. 66.0806 Radioactivity and Electrical Disturbances

No activity shall emit radioactivity or electrical disturbances outside its premise that affect the use of neighboring premises.

Sec. 66.0807 Vibration

No activity in any district shall emit vibrations, which are discernible by the Zoning Administrator without instruments outside its premises. Any construction or utility installation activity that requires blasting of rock shall require a notification plan for neighboring properties and the issuance of a permit by the Zoning Administrator.

Sec. 66.0808 Noise

Any activity or operation of any use producing noise, other than ordinary vehicular noise, shall be conducted so that no noise from the activity or operation shall exceed the following limits at the lot line on which the noise is emanating for a duration of thirty (30) seconds or longer: All districts except (P-1) - Variable noises at or above 75 decibels.

Sec. 66.0809 Outdoor Lighting

(1) Purpose and Intent. This section regulates all outdoor lighting installed on residential, business and institutional sites, both publicly and privately owned within the Village, with the exception of outdoor lighting on public streets, public bikeways and public walkways. The purpose of this section is to create standards for outdoor lighting that do not interfere with the reasonable use of residential, business and institutional sites, that prevent light trespass and conserve energy yet maintain night time safety. If outdoor lighting is installed, it shall be in conformance with the provisions of this section of the Municipal Code, the Building Code and all other codes and regulations as applicable, and under appropriate permit and inspection.

(2) General Requirements.

(a) All outdoor lighting fixtures installed by November 13, 2004 and thereafter maintained upon private or public residential, business, and institutional property shall comply with the following standards:

1. The maximum allowable light trespass shall be 0.5 horizontal foot-candles 4 feet above ground. The point of measurement of this offending light shall be at the property line for residential, commercial, institutional or public use. The measurement shall not include any ambient natural light.
2. Light sources shall be shielded or installed so that there is not a direct line of sight between the light source and its reflection and at a point five feet or higher above the ground of adjacent property and public streets. The light source shall not be of such intensity to cause discomfort or annoyance.
3. Any outdoor lighting fixture installed on a parking lot shall use dark sky approved lighting, in particular a hood and lens that are shielded to direct light downward.
4. The lighting system shall be extinguished or reduced to fifty percent (50%) no later than thirty (30) minutes after the close of business for the day. The fifty percent (50%) reduction shall be applied to the entire lot or structure.
5. All lamp types utilized for search lighting shall not be allowed. Outdoor lighting fixtures used to illuminate sports fields and tennis courts shall be reduced by fifty percent (50%) past 10:00 PM.
6. Flashing, flickering, and other distracting lighting, which may distract motorists is prohibited.

7. Light fixtures shall not be permitted within required buffer yards.
8. All outdoor fixtures installed prior to November 13, 2004 shall be exempt from this section except as follows: If any modifications, construction or changes to an existing outdoor lighting fixture system is proposed to affect fifty percent (50%) or more of the total number of fixtures, then all fixtures shall comply with the provisions of this section.

(b) All outdoor lighting fixtures installed on R-2 residential projects or sites shall conform to subsection (4)(a) herein. All outdoor lighting fixtures shall be maintained according to materials initially submitted to the Plan Commission. Trees and shrubbery shall not be located where they significantly reduce or block parking lot or roadway lighting. Outdoor lighting fixtures may be used to illuminate buildings and structures; recreational areas, sports fields and tennis courts, parking lots, parking structures, garages, landscape areas, product display areas, building overheads and open canopies. Outdoor lighting fixtures may be installed to provide building and parking lot security.

(3) Specific Design Requirements.

(a) A lighting system for parking facilities and outdoor merchandising areas in commercial, institutional, agricultural, and recreational areas shall be designed to provide the lighting intensities and uniformities described as follows:

1. *Open Parking Facilities*. The illumination requirements of an open parking facility depend on the amount of usage the facility receives. Three levels of activity shall be established as High, Medium and Low, reflecting both traffic and pedestrian activity. The following examples are non-exclusive and include:
   a. *High Activity Facilities*: Facilities where athletic events or major cultural or civic events are conducted.
   b. *Medium Activity Facilities*: Shopping centers, retail parking areas, hospital and clinic parking, cultural civic or recreational events and fast food facilities.
   c. *Low Activity Facilities*: Employee parking, educational facilities, office buildings and church parking areas.

(4) Lighting Load. An outdoor lighting system for illuminating buildings and structures shall have a maximum connected lighting load of five (5) watts per lineal foot. Watts shall mean lamp wattage and ballast consumption.

(a) An R-2 residential site shall be lighted to provide at least .25 foot-candle on any surface in the lot with an average illumination level of at least .75 foot-candles.

(b) Outdoor light fixtures shall be designed and installed to minimize light trespass. The uniformity ratio between the average illumination and minimum illumination shall be no greater than 4:1.

(c) For an outdoor merchandising area, the maximum level in seventy-five percent (75%) of the lot shall not exceed 20 foot-candles. A contiguous area not to exceed twenty-five (25%) of the lot may be illuminated to a level, which shall not exceed 40 foot-candles.

(d) The maximum illumination level under an outdoor canopy shall not exceed 20 foot-candles at any point.

(e) Lighting systems that project light upwards such as architectural and sign lighting shall be designed to minimize the amount of light that does not illuminate the target area.

Horizontal Illumination Required for Parking Facilities

Open Parking Facilities

General Parking & Pedestrian Area				Vehicle Use Area (Driveway)			
Level	***Min. Foot-Candles (FC) on Pavem.**	**Max. Av. (FC) on Pavem.**	***Max. Uniform Ratio (Ave.-Min)**	****Max. Watts Sq. Foot Light Load**	***Min. Foot-Candles on Pavem.**	**Max. Ave. Foot-Candles on Pavem.**	***Maximum Uniformity Ratio (Ave-Min)**
High	0.6 FC	3.75 FC	5:1	0.12	.67 FC	2.5 FC	5:1
Med.	0.4 FC	2.5 FC	5:1	0.1	.33 FC	1.5 FC	5:1
Low	0.2 FC	1.5 FC	5:1	0.08	.125 FC	1.0 FC	5:1

Covered Parking Facilities

Areas	Min.Foot-Candles Average on Pavement	Min. Foot-Candles on Pavement	Max. Av Foot-Candles on Pavem.	Max. Uniformity Ratio (Ave.-Min.)	Max. Watts/Sq. Ft. Lighting Load
General Parking/ Pedestrian Area	5 FC	1.25 FC	9 FC	4:1	0.2
Private Controlled Entry Parking	3 FC	.75 FC	6 FC	4:1	0.2

*Not mandatory within 4 feet of edge of pavement

** Not mandatory for driveways

"Watts" shall mean lamp wattage and ballast consumption.

(5) Approval Procedures. Any person desiring to install outdoor lighting fixtures shall submit to the Zoning Administrator and Village Engineer the following materials for review:

(b) A catalog page, cut sheet or photograph of the lighting fixtures, including the mounting method.

(b) A photometric data test report of the proposed lighting fixture graphically showing the lighting distribution in all angles vertically and horizontally around the fixture.

(c) A plot plan showing the location of all outdoor lighting fixtures proposed, the mounting or installation height, the overall illumination levels and uniformities and the point where 0.5 horizontal foot-candles occurs on the property or adjacent property at a distance 4 feet above the ground. This may be accomplished by means of an isolux curve or computer printout projecting the illumination levels.

(d) A graphic depiction of the lighting fixture's lamp concealment and light cutoff angles.

(e) Upon review of the material described above, the Zoning Administrator and Village Engineer may authorize the installation of outdoor lighting fixtures.

(6) Supplemental Information. The following table provides a reference point for visualizing low-level foot-candles. A 4-watt night lamp was used to determine the listed values. The used light meter's lowest measurable reading is 0.1 FC (with +/- 5% accuracy). Readings were taken 8 inches below the 4-watt lamp.

Table Of Foot-Candle Readings	
Reading Location	**Foot-Candle (FC)**
At Lamp	1.5 FC
1-Foot	0.9 FC
2-Foot	0.2 FC
3-Foot	> 0.1 FC < 0.2 FC
46-inch	0.1 FC
> 46-inch	>0.0 FC < 0.1 FC

Sec. 66.0810 Outdoor Entertainment Facilities

(1) Purpose and Intent. In order to maintain order, limit noise disturbances, and ensure that adequate parking is provided for outdoor entertainment facilities, Village officials believe it is in the best interest of the members of the public to enact regulations which state that as of December 20, 2022 newly created outdoor entertainment facilities will only be allowed as a Conditional Use in the B-1, B-3 and P-1 Districts.

(2) General Requirements. If a Conditional Use Permit is issued for an outdoor entertainment facility in any of the previously mentioned zoning districts after December 20, 2022, the following conditions will automatically be imposed:

(a) The perimeter of all outdoor entertainment areas shall be physically delineated above ground by means of a fence, gate, landscaping or other barrier approved by the Zoning Administrator.

(b) No entertainment, sales, or service shall occur outside the building or the delineated entertainment area.

(c) All outdoor activities generating noise above 75 dBa shall cease by 10:00 PM. Nothing in this section shall prohibit indoor activities from occurring past 10:00 PM. Compliance with other noise regulations enumerated in the Municipal Code shall be applicable.

(d) Parking shall be provided on site and the operation is not eligible for a parking adjustment per Sec. 66.0404.

(e) Parking shall be calculated at a rate of one (1) space per 100 square feet of outdoor entertainment space.

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SECTION 900 - NON-CONFORMING USES, STRUCTURES AND LOTS

Sec. 66.0900 Non-Conforming Use Definitions

The following definitions and categories shall apply to non-conforming uses and structures.

- *Nonconforming Use* means a use of land, water, building or structure that existed lawfully before November 15, 1973, or prior to an amendment thereto, that does not conform with the use restrictions in the current ordinance.
- *Health and Safety of the Public* is the protection from injury, illness, danger and other harm.
- *Public Welfare* is the protection from nuisances, economic interest, convenience, community character and the vision expressed in the Village's Smart Growth Plan.

Sec. 66.0901 Existing Non-Conforming Uses

A lawful nonconforming use be continued, although the use does not conform with the provisions of this chapter; however,

(1) Expansion of the Non-Conforming Use Prohibited. Only that portion of the land or water or building or structure in actual use may be so continued, and the use may not be extended, enlarged, substituted, or moved; except when required to do so by law or order or so as to comply with the provisions of this chapter. The expansion of parking or loading space to conform to the code is permitted.

(2) Repairs and Structural Alterations. The total structural repairs or alterations in such a nonconforming building, premises, or structure shall not, during its life, exceed 50 percent of the assessed value of the building, premises, or structure unless permanently changed to a conforming use. The village uses county equalized assessed valuations to determine value.

(3) Discontinuance. If such non-conforming use is discontinued or terminated for a period of twelve (12) consecutive months, any future use of the land or water or building or structure shall conform to the provisions of this chapter.

(4) Burden of Proof. The owners of property claiming to have a legal non-conforming use or a lawful conditional use have the burden to prove that such use is in fact a non-conforming use or lawful conditional use in accordance with Sec. 66.0922, *Interpretation and Proof of Uses*.

(5) Changes and Substitutions. A non-conforming use of land or water or building or structure may be changed to a less intense non-conforming use with the approval of a Conditional Use Permit by the Plan Commission when it can be demonstrated that the new use is in fact less detrimental to the other uses in the area.

(a) Once a non-conforming use has been changed to conform, it shall not revert to a non-conforming use.

(b) Once the Plan Commission has permitted the substitution of a less restrictive non-conforming use for an existing non-conforming use, the substituted use shall lose its status as a legal non-conforming use and become subject to all the conditions required by the Plan Commission.

(6) Multiple Occupancy Developments (MODs). MODs are a grouping of residential rental units on the same lot that pre-dated the Village adopting zoning regulations and do not meet the definition of the terms hotel, motel or condominium. These uses are not listed in a specific zoning district and are regulated by Conditional Use Permit. There are two types of multiple occupancy developments:

(a) *Multiple Occupancy Development, Short-Term*. Units are rented on a transient basis; and,

(b) *Multiple Occupancy Development, Long-Term*. Units are rented for periods of thirty (30) consecutive days or more.

1. *Short-Term MODs.* All units in Short-Term Multiple Occupancy Developments which predated zoning, and in which such rentals were not discontinued for

twelve (12) months or more can continue to be rented, but any expansion of the use may only be authorized by Conditional Use Permit. Said units can continue to be rented as they were prior to Act 59, but proof of said rental history shall be provided to the Village so as to determine the intensity of the non-conforming use. Since the use cannot be enlarged or extended, the number of days the development can be rented is limited to the number of days in a calendar year it was rented prior to the adoption of Act 59. The non-conforming use must still comply with Chapter 18 of the Municipal Code, *Business Regulation*.

2. *Long-Term MODS.* Units in Long-Term Multiple Occupancy Developments cannot be rented for periods of time less than thirty (30) consecutive days, but if a primary dwelling exists within the development, that one dwelling alone can be utilized as a short-term rental. If more than one unit in a long-term multiple occupancy development were to be rented for periods of less than thirty (30) days, the entire property would have to transition to a Short-Term Multiple Occupancy Development.

Sec. 66.0902 Conforming Structures on Non-Conforming Lots

(1) Continued Use Allowed. The use of a conforming structure existing at the time of the adoption or amendment of this chapter may be continued although the lot area or lot width does not conform to the requirements of this chapter.

(2) Additions and Enlargements. Additions and enlargements to the conforming structures are permitted and shall conform to the established building setback, height, parking, loading and access dimensional standards of this chapter unless a variance is granted from the Board of Appeals.

(3) Existing Structures on Non-Conforming Lots. Existing conforming structures on non-conforming lots, which are damaged or destroyed by fire, explosion, flood, or other calamity, may be reconstructed and shall conform to the established building setback, height, parking, loading, and access provisions of this chapter.

Secs. 66.0903 - 66.0909, Reserved

Sec. 66.0910 Non-Conforming Structure Definitions

The following definitions and categories shall apply to non-conforming structures:

- *Nonconforming Structure* means a dwelling, or other building or structure that existed lawfully before November 15, 1973, or prior to an amendment thereto, that does not conform with one or more development regulations in the current zoning ordinance.
- *Health and Safety of the Public* is the protection from injury, illness, danger and other harm.
- *Public Welfare* is the protection from nuisances, economic interest, convenience, community character and the vision expressed in the Village's Smart Growth Plan.

Sec. 66.0911 Non-Conforming Structures

The use of dwelling, building, or structure existing at the time of the adoption or amendment of this chapter may be continued, although the structure's size or location does not conform to the established building setback, height, floor area, green space, parking, loading, access and/ or dimensional standards of this chapter.

(1) Burden of Proof. The owners of property claiming to have a legal non-conforming conditional use, have the burden to prove that such structure is in fact a non-conforming structure in accordance with this chapter.

(b) Additions and Enlargements to Existing Non-Conforming Structures. Non-conforming structures shall not be moved, enlarged, remodeled or modified exceptwhere necessary to bring the structure more into conformance with this chapter. All additions, modifications,

or relocations shall meet the dimensional standards of this chapter unless a petition for grant of variance has been approved by the Zoning Board of Appeals.

(2) Damage to Existing Non-Conforming Structures. Existing non-conforming structures which are damaged by fire, explosion, flood, or other calamity after March 2, 2006, may be restored to, or replaced at, the size, location, and use it had immediately before the damage or destruction occurred. The replacement structure may only be larger in footprint or floor area than the original nonconforming structure only if necessary for the structure to comply with applicable State of Federal requirements. If reconstruction or enlargement is not necessary, and the structure is in need of repair only, said repairs are allowed provided:
   (a) The use of the building does not change in scope.
   (b) No walls are reconstructed; new siding is permissible.
   (c) No new roof structure is allowed; roof repair is allowed, new roofing materials are permissible as long as the truss system is not rebuilt.
   (d) No plumbing is added to a building that otherwise had no plumbing.

(4) Remodeling Existing Non-Conforming Structures. Existing non-conforming structures may be remodeled provided:
   (a) The use of the building does not change in scope.
   (b) The floor area or footprint of the building does not change.
   (c) No new foundation is installed.
   (d) No exterior walls are reconstructed; repair is allowed of individual wall segments, new siding is permissible.
   (e) No new roof structure is allowed; roof repair is allowed, new roofing materials are permissible as long as the truss system is not rebuilt.
   (f) No plumbing is added to a building that otherwise had no plumbing.

Secs. 66.0912 - 66.0919, Reserved

Sec. 66.0920 Existing Non-Conforming Lots

A lot which is located in the B-1 Business District or the R-1, R-2 or R-3 Residential Zoning Districts which does not contain sufficient area to conform to the dimensional standards of this chapter, but which is at least 65 feet in width at the building line and 65 feet in width at the ordinary high-water mark or rear lot line, and which is 10,000 square feet in area, may be used as a building site provided that the use is permitted in the zoning district, and the lot is on record in the Door County Register of Deeds Office prior to November 16, 1973.All lots in the R-4 Small Lot Residence District, regardless of the date of creation, shall conform to the dimensional standards in Sec. 66.0314(4).

Sec. 66.0921 Wetland Non-Conforming Uses

Notwithstanding the provisions of Wis. Stats. §62.23(7)(h), the repair, reconstruction, renovation, remodeling, or expansion of a legal non-conforming structure, or any environmental control facility related to a legal non-conforming structure located in the W-1 District and in existence at the time of adoption or subsequent amendment of this chapter, or of an environmental control facility in existence on November 13, 2004 related to that structure, is permitted pursuant to Wis. Stats. §62.231(5). However, Wis. Stats. §62.23(7)(h) applies to any environmental control facility that was not in existence on November 13, 2004, but was in existence on the effective date of this chapter or amendment.

Sec. 66.0922 Interpretation and Proof of Uses

The owners of property who want to alter their use that they claim is either a legal non-conforming use or a lawful conditional use should apply for the alteration of the use, or the building in which it is located, with the Zoning Administrator. The Zoning Administrator, after a review of Village records, may require documentation from the applicant to prove their claim. Based upon a review of the submitted documentation, the Zoning Administrator may approve or deny the applicant's claim. If denied, the applicant may seek an interpretation of the matter from the Plan Commission.

Sec. 66.0923 Intensification of Non-Conforming Uses

Any time a use is intensified by increasing the number of occupants, traffic, sales, or similar expansion of the use, the non-conforming features of the lot, such as non-conforming driveways, parking areas, signs, landscaping, green space, or other con-conformities shall be brought into compliance with this chapter. However, the intensification of a use shall not require the landowner to bring the lot into conformance with the dimensional lot width and area standards or the setback provisions of this chapter. With respect to the intensification of a use, in no case shall a non-conforming feature of a lot located in a public right-of-way be allowed to continue.

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SECTION 1000 – OTHER PERMITS AND REGULATIONS

Sec. 66.1000 Tree Cutting Regulations

(1) Tree Cutting Regulations. Outside of the area delineated as the Bluff Overlay District, the purpose of tree cutting regulations applicable to the shorelands area is to protect scenic beauty, control erosion and reduce effluent and nutrient flow from the shore land.

(a) *Tree Cutting.* Tree cutting in a strip paralleling the shoreline and extending 350 feet inland from all points along the normal high-water mark of the shoreline shall be limited in accordance with the following reguations:

1. No more than thirty percent (30%) of the length of this strip (as measured along the ordinary high-water mark) shall be clear-cut to the depth of the strip.
2. Provided, further, that cutting of this thirty percent (30%) shall not create a clear-cut opening in this strip greater than 30 feet wide for every 100 feet of shoreline measured along the ordinary high-water mark.
3. In the remaining seventy percent (70%) length of this strip (distance measured along the ordinary high-water mark), cutting shall leave sufficient cover to screen cars, dwellings, accessory structures, except boathouses, as seen from the water and to control erosion.
4. Sufficient vegetation shall be left between all side lot lines and development (as defined in Sec. 66.2100) to screen the development from view from adjacent lots.

(b) *Special Cutting Plan.* A special cutting plan allowing greater cutting may be permitted by the Plan Commission by issuance of a conditional use permit. In applying for such a permit, the Commission may require the lot owner to submit a drawing of their lot including the following information: Location of all structures, location of parking, and gradient of the land, existing vegetation, proposed cutting, and proposed replanting. The Commission may grant such a permit only if it finds that such special cutting plan:

1. Will not cause undue erosion or destruction of scenic beauty.
2. Will provide substantial shielding from the water of dwellings, accessory structures and parking area. The Commission may condition such a permit upon a guarantee of tree planting by the lot owner. Such an agreement shall be enforceable in court.
3. Is consistent with accepted forestry management practices.

(c) *Tree Topping.* "Tree topping", which is defined as tree cutting or sculpturing where only a portion of the tree is removed to improve the view, is prohibited within the shoreland area of the Village.

(d) *Violations.* Anyone found in violation of the tree cutting regulations shall pay the greater of two (2) times the price of a citation for a violation of the zoning code, plus court costs if applicable, or, the value of the tree as determined by a qualified Forester of the Village's choice. The violator shall pay the cost of the Forester to conduct their valuation. Additionally the violator shall revegetate the cleared site to the same density as prior to the violation occurring, as determined by the Plan Commission. Every day of violation shall constitute a separate offense. Trees to be planted to rectify the violation shall be of such size, density, and variety so as to screen buildings. A revegetation plan shall be submitted to the Zoning Administrator by a professional landscape engineer and the trees planted by a landscape firm registered in the state of Wisconsin to conduct business. The Zoning Administrator reserves the right to require the violator to apply for a conditional use permit and appear before the Plan Commission to have the revegetation plan approved.

(2) Tree Cutting Regulations Beyond the Shoreland Area

(a) *Purpose.* The purpose of these regulations is to provide for the protection and preservation of the trees and woodlands of the Village beyond the shoreland area. The Village recognizes that its Comprehensive Plan states that woodlands, wetlands and green space areas serve as wildlife habitat, flood storage areas and provide natural settings for the Village, and that they should be protected. In addition, woodlands are an integral and important part of the Village's attractiveness as a residential, recreational and resort community, and as such provide an important economic asset to the Village.

(b) *Applicability.* These tree cutting regulations shall apply to that area of the Village in all zoning districts outside of the shoreland area and the Bluff Overlay District. These regulations shall apply to trees or similar woody vegetation having at least one (1) well-defined stem that is at least 3 inches in diameter measured at a height of 4 1/2 feet above the ground. These regulations shall not apply to the removal of dead, diseased or dying trees when removed using accepted forest management practices and sound soil conservation practices, or the management of an orchard.

(c) *Tree Cutting Provisions.* Trees or similar woody vegetation shall only be removed if one (1) or more of the following conditions are present:

1. There is a necessity to remove trees, which pose a safety hazard to pedestrian or vehicular traffic or threaten to cause disruption of public services.
2. There is a necessity to remove trees which pose a safety hazard to buildings.
3. There is a necessity to remove diseased trees or trees weakened by age, storm, fire or other injury.
4. There is a necessity to observe good forestry practices, i.e., the number of healthy trees that a given parcel of land will support.
5. There is a necessity to remove trees in order to construct permitted structures and other approved development (as defined in Sec. 66.2100) because of the need for access around the proposed structure for construction equipment; access to the building site for construction equipment; essential grade changes, and surface water drainage and utility installations. Only those areas approved for the placement of a physical improvement may be cleared of trees. Sufficient vegetation shall be left between all side lot lnes and development to screen the development from view from the adjacent lots.
6. There is a necessity for compliance with other ordinances.
7. There is a necessity to provide access to sunlight for solar collectors.

(d) *Special Cutting Plan.* As an alternative to the regulations contained in this sub-section, a special cutting plan allowing greater cutting may be permitted by the Plan Commission by issuance of a Conditional Use Permit. In applying for such a permit, the Commission shall require the lot owner to submit a drawing of their lot, including the following information: Location of parking, location of improvements, gradient of the land, existing vegetation, proposed cutting, and proposed replanting. The Commission may grant such a permit only if it finds that such special cutting plan:

1. Will not cause undue erosion or destruction of scenic beauty; and,
2. Shall be accomplished using accepted forest management practices and sound soil conservation practices.

(3) Compliance With Land Use Disturbance Provisions. Tree cutting shall comply with the provisions of Sec. 66.1015, *Land Disturbance Regulations*.

(a) *Violations.* Anyone found in violation of the tree cutting regulations shall pay the greater of two times the price of a citation for a violation of the zoning code, plus court costs if applicable, or, the value of the tree as determined by a qualified Forester of the Village's choice. The violator shall pay the cost of the Forester to conduct their valuation. Additionally the violator shall revegetate the cleared site to the same density as prior to the

violation occurring, as determined by the Plan Commission. Every day of violation shall constitute a separate offense. Trees to be planted to rectify the violation shall be of such size, density, and variety so as to screen buildings. A revegetation plan shall be submitted to the Zoning Administrator by a professional landscape engineer and the trees planted by a landscape firm registered in the state of Wisconsin to conduct business. The Zoning Administrator reserves the right to require the violator to apply for a conditional use permit and appear before the Plan Commission to have the revegetation plan approved.

Secs. 66.1001 - 66.1014, Reserved

Sec. 66.1015 Land Disturbance Regulations

(1) General Design Principles. Control measures shall apply to all aspects of the proposed land disturbance use or activity and shall be in operation during all stages of the disturbance activity. The following principles shall apply to soil erosion and sediment control:
   (a) Stripping of vegetation, grading or other soil disturbance shall be done in a manner which will minimize soil erosion.
   (b) No site shall be cleared of top soil, trees and other natural features before the required zoning and building permits are issued. Whenever feasible, natural vegetation shall be retained and protected. Only those areas approved for the placement of physical improvements may be cleared. The extent of the disturbed area and the duration of its exposure shall be kept within practical limits. Sufficient vegetation shall be left between all side lot lines and development (as defined in Sec. 66.2100) to screen the development from view from the adjacent lots.
   (c) Temporary seeding, mulching or other suitable stabilization measures shall be used to protect exposed critical areas during construction or other land disturbance.
   (d) Drainage provisions shall accommodate increased runoff resulting from modified soil and surface conditions during and after development or disturbance. Water from the land disturbing activity shall not create a hazard by exceeding the safe capacity of the receiving water body in the area; shall not cause undue channel erosion or an undue increase in water pollution by increased scour and transport of particles; shall not otherwise endanger the downstream property owners or their property; and shall not cause property damage, nuisance or erosion on adjacent properties. Safe capacity is defined as the rate of flow that can be handled without flooding. Such provisions shall be in addition to all existing requirements. The Village Engineer shall review and approve all storm water and drainage plans for the project.
   (e) Water runoff shall be minimized and retained on the site whenever possible to facilitate groundwater recharge.
   (f) Sediment shall be retained on the site.
   (g) Diversions, sediment basins and similar required structures shall be installed prior to any on-site grading or disturbance.
   (h) No filling shall be allowed that will result in water being dispersed onto adjacent lots.

(2) Maintenance. All necessary soil erosion and sediment control measures installed under this chapter shall be adequately maintained until such measures are permanently stabilized, as determined by the Zoning Administrator. The Zoning Administrator shall give the applicant, upon request, a certificate indicating the date on which the measures called for in the approved plans were completed.

(3) Filling and Dumping Regulations. In order to promote the health and safety of the Village, to protect life and property from flooding, to preserve stormwater retention areas, and to ensure consistency with the Village's Comprehensive Plan, filling and dumping activity shall require a Conditional Zoning Permit in the case where a Building Permit is not required, when the filling and dumping increases the original base elevation more than 6 inches.

(4) Exemptions. Agricultural activities are specifically exempt from this section.

Secs. 66.1016 - 66.1019, Reserved

Sec. 66.1020 Pier Permits

(1) Definitions. The definitions contained Wis. Stats. §30.01 are incorporated in and adopted as part of this section.

- *Pier.* Means any structure extending into navigable waters from the shore with water on both sides, built or maintained for the purpose of providing a berth for watercraft or for loading or unloading cargo or passengers onto or from watercraft. Such a structure may include a boat shelter, which is removed seasonally. Such a structure may include a boat hoist or boatlift, and the hoist or lift may be permanent or may be removed seasonally. The term "dock" shall also mean pier.
- *Pre-Existing Pier.* Means a pier that has been placed in the riparian zone in the same general location and with the same general size and configuration during any of the three (3) years prior to the enactment of this section is considered a pre-existing pier if it is not extended or expanded after the adoption of this section (October 25, 2005). The seasonal removal of a pier does not affect its status as a permissible pre-existing pier if it is re-established in substantially the same form and same general location.
- *Riparian Zone.* Means the area of water adjacent to a parcel of riparian land within which the riparian owner may place structures. The riparian zone is bounded by the land and the line of navigation. The side boundaries of the riparian zone are to be determined consistent with Sec. NR 326.07 of the Wisconsin Administrative Code, or its successor code.

(2) Permit Required.

(a) No riparian owner shall construct any pier in the Village without first having secured a permit therefore from the Village. A permit is valid for the life of the pier, whether a permanent or portable pier, as long as its location and construction remain substantially unchanged, and the pier and its use comply with the provisions of this section.

(b) Any required U.S. Army Corps of Engineers or Department of Natural Resources permit required for the proposed pier shall be obtained prior to issuance of a pier permit from the Village of Sister Bay.

(c) The applicant for any pier used for commercial purposes, to generate revenue, or in riparian zones abutting multiple-family residential housing shall make application to the Plan Commission of the Village of Sister Bay for a pier permit and must meet all standards of this section.

(d) A pre-existing pier, which fails to conform to the requirements of this section, is permissible as a non-conforming structure. Owners of non-conforming structures may perform repairs and maintenance upon the non-conforming structure without expanding the structure. A permit shall be required for any modification of a pre-existing pier.

(3) Application For Permit. All applications for a permit shall be made in writing on forms provided by the Village Administrator. The application shall include a copy of any permit required by the U.S. Army Corps of Engineers and/or the Department of Natural Resources. The application shall include the fee as established by resolution of the Board of Trustees to be the same as a Standard Zoning Permit.

(4) Determination of Applicability. The Village may determine that the opinion of a consultant is necessary to determine whether the pier proposed by the applicant meets the standards of this ordinance or may have an environmental impact. In such event, the applicant shall be required to reimburse the Village for all consulting fees and expenses incurred in such review.

(5) Standards For Pier Construction.

(a) No solid pier or pier that uses rock-filled cribs as a foundation shall be allowed unless a permit for such pier has been issued by the Department of Natural Resources.

(b) No pier shall totally enclose any portion of navigable waters.
(c) No pier shall be placed less than 25 feet from the side boundaries of the owner's riparian zone.
(d) No pier may include attached lighting in excess of that required in aid to navigation, or signs unless they are specifically authorized in permits issued by the Department of Natural Resources, Wisconsin Department of Transportation or U.S. Army Corps of Engineers. Low-level pedestrian lighting shall be permitted consistent with the requirements of Sec. 66.0809.
(e) All pier materials shall be of neutral colors so that they blend in with their surroundings.
(f) No roofs, canopies, decks, water slides or other construction not essential for mooring watercraft shall be permitted.
(g) No pier shall unreasonably obstruct navigation or otherwise interfere with public rights in navigable waters.
(h) No pier shall unreasonably interfere with the rights of other riparian owners.
(i) No pier shall be constructed or maintained with a screen or in any other manner, which would trap or accumulate aquatic plants.
(j) Unless they are pre-existing, the total number of piers shall not exceed one (1) for riparian zones abutting parcels with single-family dwellings and shall not exceed two (2) for riparian zones abutting parcels with two-family dwellings. The total number of piers for riparian zones abutting multiple-family residential developments, or common areas for condominiums or residential subdivisions, shall be determined by the Plan Commission, but shall not exceed the total number of dwelling units.
(k) No parcel of land shall have more than one (1) pier. The pier shall be sized so as to accommodate no more than a total of three (3) boats or watercraft.

(6) Removal of Unlawful Construction. Any pier that is not in compliance with the requirements of this section shall constitute an unlawful obstruction to navigable waters, and the procedures for removal of such unlawful structures shall be as provided in Wis. Stats. §30.13. Any pier that is not in compliance with the provisions of this section shall constitute a public nuisance and may be subject to abatement procedures as provided by law.

(7) Enforcement – Forfeiture. Any person or entity in violation of this section may be subject to the forfeiture that is delineated in the most recently adopted version of the fee schedule for the Village, plus costs, for each violation, with each day that the unlawful structure remains in place constituting a separate offense. In addition, the Village may seek an order to abate the public nuisance, seek removal of the unlawful structure under applicable law, and may be awarded the costs of prosecution, including reasonable attorney fees, for any proceeding filed hereunder.

(8) Conditional Use Permit.
(a) An applicant for a pier permit may request a conditional use permit to vary from the terms of this section as will not be contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of this section will result in practical difficulty or unnecessary hardship, so that the spirit shall be observed, public safety and welfare secured, and substantial justice done. The request shall be handled in the same manner as a Conditional Use Permit as specified in Sec. 66.1535.
(b) A request for a Conditional Use Permit from the terms of this section shall be submitted in writing to the Zoning Administrator with payment to the Village of Sister Bay of the conditional use permit fee.
(c) A request for a Conditional Use Permit shall be forwarded to the Village's Marina Committee, which shall submit a recommendation to the Plan Commission within thirty (30) days. Upon receipt of the recommendation from the Marina Committee, the Conditional Use Permit shall be considered by the Plan Commission with a Conditional Use Permit to be

granted only upon the vote of a majority of the Plan Commission members present. In considering the request for a Conditional Use Permit the Plan Commission shall consider the factors set forth in Section (8)(a) hereof, as well as other relevant information.

(d) The Plan Commission shall conduct a public hearing on the Conditional Use Permit request as required under Sec. 66.1801, including notice to adjoining riparian property owners within 300 feet of the subject property. The recommendation of the Plan Commission shall be forwarded to the Board of Trustees as required in Sec. 66.1535.

(9) Appeals.

(a) The applicant or any party aggrieved by a decision of the Village Administrator upon a pier permit application may appeal such decision by filing a written request for appeal within thirty (30) days after the determination to issue or deny the application to the Plan Commission of the Village of Sister Bay, with the appeal request to be filed with the Village Clerk.

(b) The applicant or any party aggrieved by a decision of the Plan Commission upon a pier permit application may appeal such decision by filing a written request for appeal within thirty (30) days after the determination to issue or deny the application to the Board of Appeals of the Village of Sister Bay, with the appeal request to be filed with the Village Clerk.

Secs. 66.1021 - 66.1024, Reserved

Sec. 66.1025 Impact on Housing Stock

(1) Purpose. The purpose of these regulations is to ensure that commercial projects that create employment opportunities for area residents also address the shortage of employee housing and create housing opportunities given the seasonal nature of employment in the Sister Bay area.

(2) Definitions. *F*or the purposes of this section:

- *Housing.* The term "housing" shall include dwelling units or rooms in hotels, motels, inns, single-family housing and apartments that are in compliance with the Zoning Code, and, if applicable, properly licensed by the State of Wisconsin.

(2) Applicability. The following standards apply to:

(a) All new developments in the B-1, B-2 and B-3 Districts.

(b) Projects in the B-1, B-2 or B-3 Districts that require a Certificate of Compliance.

(3) Requirement. As a condition of site plan and zoning approval, the Plan Commission shall review the employment being created by the project. The Plan Commission may give consideration to offsetting some of the required employee parking if employee housing dwelling units are created on site. The Plan Commission may give consideration to offsetting some of the required green space to a maximum credit of five percent (5%) if employee housing dwelling units are created on site.

Secs. 66.1026 - 66.1029, Reserved

Sec. 66.1030 Impact on Workforce Housing

(1) Purpose. The purpose of these regulations is to ensure that residential projects address the need for workforce housing.

(2) Applicability. The following standards apply to new developments in the R-2 District.

(a) *Requirements.* As a condition of site plan and zoning approval, the Plan Commission shall review the number of housing units being created for the project. If the Plan Commission determines that the need for workforce housing remains as outlined in Chapters 3 and 4 of the 2003 Comprehensive Plan, or its updated Plan, and as defined in Sec. 66.0314, then the Plan Commission may make certain adjustments to the density requirements delineated in Sec. 66.0312. The Plan Commission may increase the overall project unit density by 0.2 units for each dwelling unit that meets the requirements of workforce housing.

Secs. 66.1031 - 66.1034, Reserved

Sec. 66.1035 Property Addressing

(1) Purpose. The purpose of this section is to establish the procedures used to implement and administer a uniform addressing system in the Village of Sister Bay that utilizes address numbers determined by the Door County Land Use Services Department. The basis for the assignment of property address numbers shall be the Door County Baseline Addressing System.

(2) Responsibilities. The Door County Land Use Services Department shall be responsible for assigning all property addresses upon submission of the necessary information from the Zoning Administrator.

(3) Fees and Charges. The Village Board shall establish the fees for the issuance of property addresses.

(4) Progression and Spacing of Number Lines. The property addressing in the Village shall comply with a system that assigns numbers based upon the following formula:
   (a) 150 even numbers per mile (~35.2-foot intervals) on the east and north sides of roads.
   (b) 150 odd numbers per mile (~35.2-foot intervals) on the west and south sides of roads.

(5) Measurement of Number Line. Number lines indicating grid location with regard to the appropriate baseline shall be measured to the point where the principal driveway intersects with the road. Possible exceptions may be made for corner lots and double frontage lots. Adjustments may be made at the time of number assignment so as to maintain consistent sequencing of address numbers.

(6) Property Address Application. All requests for property addresses shall be in writing and provided to the Zoning Administrator.

Sec. 66.1036 Criteria for Address Number Assignment

(1) New Development. Addresses are assigned prior to the issuance of a Zoning Permit for a principal use. Address numbers shall be assigned when the principal use of a property or a driveway location has been determined. Issuance of an address number may also be triggered by:
   (a) Submission of an application for a Driveway Permit.
   (b) Requests from builders or public utilities.
   (c) Field inspection.
   (d) Requests from property owners.

(2) Accessory Building Addressing. New numbers will generally not be assigned to new buildings accessory to the principal use (i.e., a new house will be assigned a number, but a detached garage or storage building will not be
assigned a number). Accessory buildings may be assigned a separate address if accessed by a separate legal driveway or if accessed by the principal driveway, but housing a separate use.

(3) Accessory Uses. An accessory use with no other accompanying principal use may also require an address.

(4) Driveways.
   (a) Address numbers are generally required when there is a driveway (existing or proposed) that serves or will serve a principal use or accessory use, as described above in 66.1036(1)(a). Address numbers shall not be assigned until a driveway location has been determined.
   (b) Driveways that do not serve a principal use may not require address numbers. Door County will maintain discretion in this matter.
   (c) Each development or lot on a shared driveway shall be assigned an address. A summary sign displaying the road name and each address shall be placed at the intersection of the driveway and the road. The cost of such sign shall be paid for by the affected property owner(s).

(5) Condominiums and Apartments.
   (a) Each building shall be assigned one address number with each unit further identified by additional numbers or letters.

(b) Townhouse and duplex units with individual driveways and entrances may be assigned unique address numbers.

(6) Meandering Roads.

(a) Assignment of address numbers shall be based on predominate road direction with the numbers per mile spacing maintained. *[See Section 66.1035(4)]* Number assignment may be adjusted to accommodate additional road length.

(b) Where the road makes a 90° directional change for more than one-half (1/2) mile, that road segment may be numbered consistent with the directional change.

(6) Looping Roads.

(a) For roads that begin and end on a single road, resulting in two parallel sides, the loop road shall be split in half and appropriate side designations shall be given to the name of the road. For example, a loop road named Circle Road might be split into North Circle Road and South Circle Road. Therefore, two (2) developments on Circle Road might have the same address number, but different road names.

(b) The number range on the two (2) sides shall be similar. An even and odd number shall abut at the change of direction.

(c) Short loop roads may be addressed based on primary direction if number density allows.

(7) Cul-de-Sacs. An even and an odd number will abut at some point on the turning circle of a cul-de-sac.

Sec. 66.1037 Address Sign Criteria and Placement

(1) Residential Buildings. All single family and two family residential buildings and all institutional buildings shall have street numbers at least 3 inches high, placed on the exterior wall of the principal building, or immediate proximity to the principal building that faces the street providing access to the building. All such residential units shall also have street numbers, not less than 2 inches high, placed on their respective mailbox if one exists.

(2) Multi-Family Buildings. All multifamily buildings shall have street numbers at least 3 inches high, placed on the exterior wall of the principal building that faces the street and located adjacent to the individual unit entrances to the buildings.

(3) Business Buildings. All business buildings shall have street numbers at least 6 inches high, placed on the exterior wall of the principal building facing the street, service drive or parking lot providing access to that building and located adjacent to any primary entrance door.

(4) Other Buildings. All business structures, which have a rear service door, shall identify the occupant and the street address conspicuously on the rear door in contrasting and reflective letters and numbers at least 6 inches in height, and shall be continually maintained.

(5) Address Sign Placement for Buildings with Excessive Setback from the Street. Buildings that are setback more than 80 feet from the centerline of the street shall be required to place an address sign as required below, unless a mailbox is placed where the address sign would be placed. The criteria for address signs is a follows:

(a) Address signs shall be securely fastened. No metal fence posts are to be used for posting address numbers. Alternate methods may be used where ground conditions prohibit placement of a post. The Door County standard green number sign is prohibited.

(b) Signs shall be placed to the right side of driveways, when viewed from the road, if practical. Signs may be placed to the left side of the driveway if number visibility is better accomplished or if right side installation is not practical. Exceptions may be possible for corner lots or double frontage lots. The sign face shall be toward the road.

(c) Signs shall be located not greater than 20 feet from the edge of the driveway. Variation may be allowed at the Village's discretion, such as for, but not limited to, corner lots and double frontage lots.

(d) Signs shall not be set back further than 10 feet from the road right-of-way. The sign shall be in a horizontal position at approximately 4 1/2 to 5 feet above the road level.

(e) The address sign numbers shall be at least 3 inches high.

(6) Sign Standardization. Property owners are permitted to use any color, material, size (meeting or exceeding the minimums), shape, or style of sign for the addressing as required in (5)(a) – (e) above as long as no prohibited types are used.

Sec. 66.1038 Street and Road Naming

(1) Administration. The Plan Commission shall approve all public and private street and road names. The Plan Commission may name and or rename roads when deemed appropriate. Requests for new road names may come from the Village Board, land developers, or private citizens.

(2) Official Street Map. There is hereby established an official street map of the Village of Sister Bay. The Plan Commission shall designate all public and private streets on the official street map. (Refer to Sec. 54.050 of the Municipal Code for a delineation of the requirements for the Village's "Official Map", which is a different type of mapping.)

(3) Street Naming Criteria. All public and private roads serving four (4) or more principal uses or intended principal uses shall be named and addressed using the following criteria:
   (a) New road names shall be easy to pronounce and easily recognizable in emergency situations. Each road name shall be unique in spelling and sound. The Plan Commission shall base acceptance of a proposed road name on whether or not the proposed name is already in use within the Village, and seek to avoid duplicate names already in existence in Door County, including incorporated areas.
   (b) Road names shall not contain hyphens.
   (c) 1st, 2nd, etc. shall not be used.
   (d) Alphabetical characters shall not be allowed as road names.
   (e) New road names shall not include compass directions or abbreviated directions.
   (f) New road names shall not exceed eighteen (18) characters in length including the road type.
   (g) New roads that are an extension of existing roads shall maintain the same road name.

(4) Road Types. Road type designations (Road, Lane, Circle, etc.) shall adhere to the Urban and Regional Information Systems Association's (URISA) policies and procedures.

(5) Street Name Sign Standards. The Plan Commission shall establish a standard type of sign for street names. The standard shall include the sign location and type of post. No other signage shall be allowed on street name sign posts. All material and labor costs associated with the purchase and installation of street name signs for private developments and private streets shall be borne by the property owner or developer.

Sec. 66.1039 County Administration of Village Numbering

The Door County Land Use Services Department shall maintain a record of all assigned addresses and of all road names and their locations. The Door County Land Use Services Department may adopt policies and practices as necessary to manage the County's addressing system and to ensure fulfillment of the purpose of the Uniform Addressing System Ordinance.

Sec. 66.1040 Property Address Reassignment Implementation

(1) Any new building addresses assigned after the effective date of these regulations shall be based upon the Door County address assignment numbering system.

SEC. 66.1050 – SITE PLAN & ARCHITECTURAL REVIEW

Sec. 66.1050 Site Plan and Architectural Review

For the purpose of promoting compatible development, stability of property values, and to prevent impairment or depreciation of property values, no person shall commence any use or erect any structure without first obtaining the approval of detailed site and architectural plans, as set forth in this section prior to the issuance of a Zoning Permit. Except those uses in the Country Walk Shops commercial center development where a use is changed solely to a retail use, the Plan Commission

shall review architectural plans and site plans showing existing and proposed structures, neighboring uses, parking areas, driveway locations, sidewalk widths and locations, loading and unloading areas, highway access, traffic generation and circulation, drainage, the utilization of landscaping, existing natural resources and the proposed operation in all districts. However, this process shall not be required in the CS-1 District, unless the development site contains wetlands as shown on either the July 1, 1992, Final Wetlands Inventory Map issued by the Wisconsin Department of Natural Resources, or its successor map, or wet areas as shown on the Village's latest topographic maps or woodlands (this is not the same as the Woodland Overlay District) as shown on the most recent aerial photos of the Village. Single-family and two-family dwellings shall not be subject to site plan and architectural review by the Plan Commission, however, if in the opinion of the Zoning Administrator, such residential plans exhibit design or appearance characteristics to require architectural review, the Zoning Administrator shall refer the application and such written opinion to the Plan Commission for review.

(1) Principles. To implement and define criteria for the purposes set forth above, the following principles are established to apply to all new structures and uses and to changes or additions to existing structures and uses.

(a) - (i) (Reserved**)**

(j) No building or use shall be permitted that would have a negative impact on the maintenance of safe and healthful conditions for the Village.

(k) Buildings and uses shall maintain existing topography, drainage patterns and vegetative cover insofar as is practical. The Plan Commission may require that drainage easements be executed.

(l) Appropriate buffers shall be provided between dissimilar uses as set forth in Sec. 66.0303(d).

(m) Buildings and uses shall provide for safe and efficient traffic circulation and driveway locations as set forth in Sec. 66.0406, *Highway Access*.

(n) Fire Protection and Hydrants. The intent of this section is to ensure adequate water supply for fire-fighting purposes to structures and buildings. The Village Engineer and Fire Chief shall certify in writing that sufficient water flow and pressure exists to serve the project for fire protection. For the purpose of placing hydrants, normal access routes are defined as pavement, sidewalks, streets, driveways and paths leading to the building that are clear and maintained year round. The normal access route does not include grass, parking stalls, ditches, hills, shrub beds, fences, walls or any other area not typically used for ingress or egress to a building.

1. *Buildings Where Fire Hydrants Are Required.* Any building, except single and two-family dwellings, hereafter erected, shall provide, at the owner's expense, approved water hydrants. Hydrants shall be located so that no part of a building is more than 300 feet from an approved hydrant by normal access routes. This requirement may be modified upon written request by the owner to both the Fire Chief and Utility Manager who must both concur in writing why the modification should be permitted. The request may be approved only if the fire protection provided to the building is not reduced by the modification. Required hydrants shall be free standing and shall be installed not more than 50 feet or less than 25 feet from the building exterior wall. No hydrant shall be placed closer than 50 feet to any other hydrant. The Fire Department Fire Inspector and Utility Manager will approve the actual location of all fire hydrants. Two (2) copies of the building plans, including the site plan, shall be provided to the Zoning Administrator for Fire Department use, in addition to any copies of building plans required by the Zoning Administrator.
2. *Accessibility.* In all developments in districts other than R-1, R-3, R-4 and CS-1, the buildings, grading and landscaping shall be constructed, installed and maintained in such a fashion that the Fire Department can have access around the entire building(s)

during the entire year. The Fire Chief shall provide written confirmation of such access to the Plan Commission prior to site plan approval.

(o) Buildings and uses shall be provided with adequate access to the Village's street and highway system as set forth in the Municipal Code. Adequate street cross-sections appropriate to the permitted use shall be provided by the developer.

1. Access onto major streets should be held to the minimum necessary to provide safe and efficient traffic flow as determined by the Plan Commission.
2. Provisions shall be made for cross access between compatible business developments.
3. Primary access to business developments shall not be through residentially zoned areas.
4. The Plan Commission may require that dedications of right-of-way be executed for the public streets serving the property.

(p) Buildings and Uses Shall Provide Adequate Parking and Loading Areas.

1. No loading dock or overhead doors shall face upon a street right-of-way in business districts unless no practical alternative exists.
2. Uninterrupted parking lots along the full street frontage of business developments abutting a public right-of-way are inappropriate, and will not be permitted, except where the physical orientation of the lot makes it necessary. Parking should be directed to the side or rear of the lot, where it is less visually intrusive. In the B-2 and B-3 Districts, none of the off-street parking for business developments directly abutting a public right-of-way shall be located between the front of the building and the primary abutting street.

(q) Each retail or service building in excess of 15,000 square feet in gross floor area must contribute to the establishment or enhancement of community and public spaces by providing a community amenity on the premises such as a patio/seating area, water feature, clock tower, or pedestrian plaza with benches. Retail buildings in excess of 30,000 square feet in gross floor area must provide at least two (2) of these amenities.

(r) Sidewalks shall be provided along all sides of the lot that abut a public street, and a continuous internal pedestrian walkway must be provided from the perimeter public sidewalk to the principal customer entrance. Sidewalks shall be at least 5 feet in width, but wider widths may be required in commercial areas, or, widths may be reduced by a three-fourths (3/4) majority vote of the Plan Commission. If the sidewalk is to be installed by the Village, an 11 foot easement shall accommodate the sidewalk. For public safety purposes and potential infrastructure needs, sidewalks shall be separated from the road curb or road edge by a vegetated buffer of no less than three feet, unless a lesser separation distance is approved by a three-fourth (3/4) majority vote of the Plan Commission. The internal pedestrian walkways must be distinguished from driving surfaces with contrasting materials to enhance pedestrian safety. Examples of acceptable materials include, but are not limited to special pavers, bricks, or scored concrete. A bikeway shall be provided along the side of a lot designated as a bikeway route by the Village or Door County. The Plan Commission may require that easements be executed for the public sidewalk and bikeway on the property.

(s) All signs must be designed and constructed in accordance with Sec. 66.0700, *Signs*.

Buildings and uses shall be provided with adequate public sanitary sewer and water services as approved by the appropriate utility. Storm water drainage facilities may be required. The Plan Commission may require that easements be executed for water and sanitary lines on the property.

(t) Buildings and uses shall be provided with adequate lighting installed in a manner that does not interfere with users of adjacent properties.

(u) Buildings and uses shall be provided with dumpsters and trash receptacles in a number and location appropriate for the use as determined by the Plan Commission. All dumpsters shall be fenced and/or screened from view from street rights-of-way and adjacent residential uses.

(v) The required green space shall be designed as an integral part of the site, and shall not include those areas required for parking, loading or other impervious surfaces.

(w) Wetlands shall not be cleared, filled or drained if the development will result in significant adverse impacts to the functional values of the affected wetlands, significant adverse impacts to water quality or other environmental consequences. They shall be protected within an overall development plan for the property. In order to make this determination, the owner or developer of any property or properties that are involved with any of the following shall have any wetland on the property, as outlined on the 1992 Final Wetland Inventory Map or as subsequently identified, staked and legally described:

1. Rezoning
2. Subdivision Plat
3. Conditional Use
4. Official Map Amendment
5. Certified Survey Map
6. Building Permit

(x) Woodlands shall, to the greatest practical extent possible, be protected within an overall development plan for the property. In order to make this determination, the owner or developer of any property or properties that are involved with any of the following shall have any woodland on the property, as shown on the most recent aerial photo of the Village, staked, inventoried and legally described:

1. Rezoning
2. Subdivision Plat
3. Conditional Use
4. Official Map Amendment
5. Certified Survey Map
6. Building Permit

(y) From a practical standpoint, development may occur on a cleared or restored site, with appropriate governmental permits, of up to 20,000 square feet in area; if the wetland and woodland property is at least five (5) acres in area and is at least 150 feet in width.

(z) Wetlands may be used in the density calculation of a development, but in no case shall they constitute more than twenty-five percent (25%) of the minimum lot area required.

(2) Sureties. The Plan Commission shall impose time schedules for the completion of buildings, parking areas, green space utilization, and landscaping. The Plan Commission may require appropriate sureties to guarantee that improvements will be completed on schedule; as well as the approved protection of the identified wetlands and woodlands on the approved plan.

(3) Appeals. Any person or persons aggrieved by any decisions of the Plan Commission related to plan review may appeal the decision to the Zoning Board of Appeals. Such appeal shall be filed with the Village Clerk within thirty (30) days after filing of the decision with the Zoning Administrator.

(4) Modification of Standards. The Plan Commission may modify any of the above standards by a three-fourths (3/4) majority vote of the Commissioners, but only if supplemental design elements or improvements are incorporated into the project, which compensate for the modifications of the particular standard.

Secs. 66.1051 - 66.1054, Reserved

Sec. 66.1055 Architectural Review Criteria

(1) Purpose and Intent. Section 66.1050 was adopted by the Village, for all zoning districts, to promote the health, safety, aesthetics, and general welfare in and of the Village, by:
   (a) Protecting the general appearance of buildings, structures, and open areas, and ensuring adequate light, air and privacy for property; and encouraging architectural standards that promote high quality design and use of quality materials, and composition of materials that are attractive and compatible with existing buildings, and to maintain property values.

(2) Architectural Review Board.
   (a) The Village shall appoint an Architectural Review Board to assist and provide recommendations to the Plan Commission based on the conditions of the Village's architectural standards.
   (b) The Plan Commission members shall serve as the Architectural Review Board, unless and until the Board of Trustees appoints five (5) residents to serve one (1) year terms on the Architectural Review Board. Unless the Board of Trustees appoints an Architectural Review Board, all references in this section shall be to the Plan Commission.

(3) Architectural Review Process. The Village's Plan Commission shall be responsible for and has the authority to hear, review and act upon proposed commercial, multi-family residential and mid-use architectural plans for new construction, renovation, remodeling and restoration work, and, if applicable, shall consider recommendations from the Architectural Review Board.
   (a) Plans for architectural review shall be submitted in accord with this section and administered by the Zoning Administrator.
   (b) The Plan Commission shall not permit any design or exterior appearance, which is of such unorthodox or abnormal character in relation to the surroundings, as to be unsightly or offensive to generally accepted taste. Additionally, the Plan Commission shall not permit the design or exterior appearance, which is so identical with those adjoining structures to create excessive monotony and drabness.

(4) Design Criteria. In making its findings and determination concerning each proposed project, the Plan Commission or the Architectural Review Board shall review each plan based on the conditions of the Village's architectural standards, including but not limited to the following, to create:
   (a) A high-quality design, composition/usage of materials, colors, and construction;
   (b) A diversity of architectural styles, building scale and massing, building roof lines and shape; and,
   (c) A compatibility with surrounding land uses and geographic location.

(5) Manual of Design. The Architectural Review Board shall establish a Manual of Design that includes photographs, drawings and color samples that represent preferred designs. The Manual of Design shall be updated periodically.

(6) Architectural Standards. The purpose of these standards is to assist the Village Plan Commission, the Architectural Review Board, and the public with a standard to achieve quality in architectural design and to create a sense of place through the appropriate use and composition of materials, architectural styles, and land use planning and design.
   (a) *Exterior Architectural Treatment*. The image of the Village is influenced to a large degree by the design, character and architectural aesthetics of its buildings. Architectural treatment must be addressed by the following standards:
      1. *Massing/Scale.* The massing of a building refers to the overall size, bulk or volume of space, which a building encloses. Scale is conveyed by elements or parts of the building facade where doorways, windows, and details enable people to gauge its relative size and character in relationship to the size of the human form.

a. The scale of the buildings must be compatible with the overall massing and the individual parts of adjacent buildings, especially adjacent to residential areas.
b. Building heights of new construction must not exceed the maximum building height allowed in each zoning district.
i. A gradual transition to the maximum building height is permitted.
ii. The relationship between façade height and width must be maintained.
c. Transitions between adjacent residential structures and new non-residential structures to be constructed must also be achieved by the incorporation of horizontal human-scale features in rooflines and building elevations.
d. Avoid creating vast blank building walls in areas visible from the street or adjacent residential areas.
e. Design facades must convey human-scale through fenestration, building articulation or detailing.

2. *Form/Proportion.* The form and proportion of a building's elevation and roof are basic form-giving characteristics that are important in relating a new building to other buildings and to its setting.
a. Elements of a building must be emphasized to clearly show the division of roof and walls. Color, materials and/or details must be utilized to express this division.
b. Building components and appurtenances, including doors, windows, canopies and trim, must maintain this proportion to each other and to the building as a whole.

3. *Fenestration/Entrances.* The fenestration of building facades is the orderly arrangement of openings within the elevations of the building.
a. Design openings must form a unified composition in proportion to the building elevation.
b. Large blank walls, which are exposed to view, must be avoided by creating horizontal and vertical interest. Utilize fenestration, related detailing, and articulation to provide scale and relief to the building façade. These architectural characteristics shall be easily identified by the viewer.
c. Oversized fenestration elements, which tend to create a monumental scale, shall be avoided unless specifically required by the type of building or relationship to its surroundings.
d. Building entrances must be designed to be clearly identifiable and easily recognizable from parking lots and pedestrian circulation routes.
e. Design, quality of material, scale and character of a building, especially the location of the entryway, must help identify its importance and be compatible with entrances of adjacent buildings.
f. Hierarchy of entrances through scale, detailing, and design features must be clearly expressed.
g. Entrances of freestanding buildings must be located and be clearly identifiable from the adjacent street or service drive.

(b) *Materials/Details.* Achieve a cohesive and consistent architectural character in new construction through the use of exterior building materials and details that are similar to or compatible with adjacent buildings.
1. Materials must be selected to adequately suit the type of building and style in which it is intended to serve.
2. Buildings must have the same materials, or those which are architecturally harmonious shall be used on all building elevations and other exterior building components such as dumpster facilities or other accessory structures, including signage.

3. In any building in which the structural frame is exposed to public view, the structural materials must also meet these standards.
4. A primary facade material must be used consistently on all building elevations to limit the number of compatible secondary facade materials.
5. The sides and rear of buildings shall be as visually attractive as the front through the design of roof lines, use of similar architectural detailing, and building materials.

(c) *Permitted Primary Façade Materials.* Exterior building materials and features for new buildings or additions.

1. Some examples of appropriate façade materials are:
   a. Brick
   b. Non-Reflective Glass
   c. Wood
   d. Stucco
   e. Decorative Architectural Tile
   f. Integrally Colored Textured Concrete
   g. Natural or Cultured Stone
   h. Architectural Block
2. Some examples of prohibited primary façade materials are:
   a. Particleboard
   b. Shingle Siding (Roof Applications Only), Except For Cedar Shake Siding
   c. Wood Siding, i.e., Plywood Paneling and T-111
   d. Highly Reflective or Glare-Producing Glass With a 0.25 or Greater Reflective Factor
   e. Industrial Metal Panels With or Without Exposed Fasteners
   f. Concrete Masonry Units
   g. Exposed Aggregate Pre-Cast Concrete
   h. Soft Coat Exterior Insulation Finish Systems
   i. Metal

(d) *Exemptions.*

1. Additions to existing buildings that are presently made of the prohibited building materials must comply with the provisions of this section for the addition. The applicant may request an exemption to allow the addition to consist of the same material as the existing building. The exemption must be approved by a three-fourths (3/4) majority vote of the Architectural Review Board and the Plan Commission present at the respective meeting, and would be subject to the Architectural Review Board requiring enhancements to the façade, additional landscaping, or other means to improve the aesthetics of the building. The exemption will be based on examination of the following criteria:
   a. *Similarity*. The prevailing material(s) used on buildings in the same area.
   b. *Visibility*. The building should be well screened, and the Architectural Review Board may require that the façade of the highly visible areas be improved or screened with landscaping or by other means.
2. An exemption to the prohibited materials may be obtained from the Architectural Review Board for exceptional designs.

(e) *Architectural Requirements.* Building materials are critical in establishing the character and aesthetic for the area. Appropriate and respectful attention must be given to the materials that are selected for building facades. The following uses shall be consistent with the standards for all buildings and building complexes:

1. Building designs shall minimize the effects of size and scale by highlighting individual dwelling units using separate entrances and integrating garages, (for multi-family

buildings), use of variable roof lines, door and window openings, façade protrusions or recesses, and use of porticos, overhangs, arcades, arches and outdoor patios.

2. Accessory structures must be compatible with the primary building in terms of its character, roof shapes, building materials, colors and architectural details.
3. Building facades must incorporate unified and complimentary finish materials that promote longevity and durability. Materials that are appropriate or prohibited are defined in Sec. 66.1055(6)(c).
4. Colors shall be compatible, coherent and harmonious with existing materials in the immediate area. Color schemes shall be used consistently throughout the property, including on both the upper and lower portions of the building, and on all facades of a building or structure. The following provisions must be adhered to unless the review of the Plan Commission states otherwise.
5. Primary building facade colors on all four sides, including building accents, fixtures, and signage, must be non-reflective and subtle.
6. Fluorescent, day-glow and/or neon colors shall not be permitted.
7. Colors must be selected relative to the chosen exterior building materials since it is a critical design element relating to adjacent buildings and to create a compatible visual environment within an area. In general, colors must be integral to a selected material rather than applied on (painted) exterior building materials.
8. Colors for secondary facade materials shall be compatible with the predominant colors, including accent colors. When such contrasting colors are utilized, the colors must not dominate the visual character of the setting.
9. Variation in architectural detail, mass and proportion of individual buildings may be used to provide visual interest where more than one building is located on a single parcel or multiple buildings, which are part of a development.
10. Roofs are elements of buildings, which significantly affect the architectural character. The roof is vital to the overall design theme of a building since it is related to its mass, scale, form, and proportion.
11. For all visible roofs, roofing materials and construction must be high quality, such as but not limited to, standing-seam metal, slate, cedar, or architectural shingles. Roofing materials and shape must be compatible with the architectural style of the building and with surrounding buildings and roofs.
12. Corner Lot Buildings. Buildings on large corner lots have a tendency to create the appearance of a single massive building, in conflict with the goals of Sec. 66. 1055(6)(a)1., *Massing/Scale*. The building shall:
    a. Incorporate design factors in the building footprint to step back or change the angle of the building to reduce the appearance of a long wall and
    b. Incorporate architectural features in that portion of the building to create the appearance of a different building.

(f) *Service and Utility Areas.* Buildings require mechanical equipment and service areas, which are normally unsightly and noisy. These areas include, but are not limited to, loading docks, exterior storage areas, dumpsters and mechanical equipment such as plumbing vent stacks, transformers, fans and cooling towers. The following standards address the treatment of service and utility areas in order to reduce the negative visual impact of such areas:

1. All service and utility areas shall be located away from the street and concealed from building entrances, pedestrian areas, and adjacent residential buildings. Service areas and related mechanical equipment shall be screened one hundred percent (100%) with materials to match the primary exterior materials. Trash compactors and dumpsters shall be located adjacent to truck loading areas and screened one hundred percent (100%) with the primary exterior materials.

2. Where dumpsters are not fully screened by the overall building envelope, the following standards must be applied:
    a. Dumpsters must be screened on all sides.
    b. Dumpster enclosures must be compatible in design with the architectural style of the primary building in terms of its scale, exterior materials used and color.
    c. Dumpster enclosures must not violate the building setback and parking requirements of the zoning district in which the enclosures are located.
3. All above-grade utility connections, vents, and other projections must be located along exterior walls away from high visibility areas, such as front facades or pedestrian areas. These vents also include, but are not limited to, air conditioning units, air exchangers and underground utility vaults.
4. Rooftop mechanical equipment shall not be mounted on buildings unless the roof parapet (cornice) screens such equipment one hundred percent (100%) from public view, as measured from grade elevation, from a minimum distance of 500 feet from the building.
    a. The roof parapet shall be integrated as part of the building's overall design.
    b. Each plan (including remodeling existing buildings) must be reviewed individually based on location, finished grade elevation and the surrounding terrain to determine the view of rooftop mechanical equipment.

(7) Building Vistas. All buildings, or groupings or nodes of buildings and structures, shall be designed to be sensitive to existing views, or view corridors, and the contexts of the surrounding natural and built environment.

(8) Amendments. The Plan Commission and/or the Architectural Review Board may adopt and amend, from time to time, as appropriate and to be consistent with the provisions of this section, the written design guidelines contained herein as well as the Design Manual that is contained within the Village of Sister Bay Architectural Standards Guide.

Secs. 66.1056 - 66.1059, Reserved

Sec. 66.1060 Landscaping

The Plan Commission shall review landscaping plans for all new structures, uses and changes or additions to existing structures and uses in all zoning districts except for single-family homes in the CS-1, R-1, R-3 and R-4 Districts. Landscaping standards are established to ensure that landscaping becomes an integral part of development in the business and residential districts. When buildings or parking lots are extended, these regulations shall apply to the extended portion of the building or parking lot. Location of landscape areas, plant materials, and protection afforded the plantings, including curbing and provision for maintenance shall be subject to approval by the Plan Commission. The preservation of existing trees, shrubs, and other natural vegetation in the parking area may be included in the calculation of the required minimum landscape area.

(1) Street Tree Plantings In Right-of-Way. All projects, developments and subdivisions shall provide street trees planted every 35 feet along the right-of-way. The trees shall be of a species suitable for the location. This provision may be waived by the Plan Commission if, in its opinion, the parcel or lot is already wooded.

(2) Parking Lot Screening. Those parking areas for four (4) or more vehicles, if adjoining a residential zoning district line or public right-of-way, shall be screened from casual view by an earth berm, a solid wall, fence, evergreen planting of equivalent visual density or other effective means approved by the Plan Commission. Such fence or berm and landscaping together shall be an average of 3 feet in height between the parking areas and the street right-of-way and 6 feet in height between the parking areas and any adjacent residential property line. All screening materials shall be placed and maintained at a minimum height of 3 feet. The Plan Commission may require greater screening requirements for parking of large trucks, semi-trailers and large equipment.

(a) At least one (1) ornamental deciduous tree, no less than 2.5" caliper, shall be incorporated into the design for every 35 linear feet of public street frontage.

(b) At least twenty-five percent (25%) of the total green space area shall be landscaped utilizing plant materials, other than maintained turf, that contributes to ground coverage. For purposes of determining the number of plants necessary to meet the minimum twenty-five percent (25%) ground coverage requirement, plant types are categorized by their general size and potential mature at-grade coverage area.

Area of Coverage
Plant Type Provided
Evergreen Tree (>8' Dia. 75 Square. Feet)
Large Shrub (6-8' Dia. 38 Square Feet)
Medium Shrub (4-6' Dia. 20 Square Feet)
Small Shrub (2-4' Dia. 12 Square Feet)
Perennial (4.5" Pot 6 Square Feet)

**Note: Shade and ornamental trees are not considered a plant type contributing to "at-grade" coverage.*

(c) To assure a diversity of color, texture and year-round interest, the total number of plant materials must be comprised of a minimum of twenty-five percent (25%), but no more than seventy percent (70%) Evergreens.

(3) Interior Landscape Area. All public off-street parking lots, which serve five (5) vehicles or more and are created or extended after November 13, 2004, shall be provided with accessory landscaped areas; which may be landscape islands, landscape peninsulas or peripheral plantings totaling not less than five percent (5%) of the surfaced area. Landscape islands or peninsulas shall be dispersed throughout the off-street parking areas. Landscape islands shall provide a minimum 30 inch clear area for vehicle overhang and snow storage. One (1) shade tree shall be provided within the interior planting area for every 300 square feet of interior landscaping. For parking lots designed for twenty-five (25) parking spaces or more, interior parking lot landscaping shall be provided at the following rates:

Percentage of Parking Lot To Be Covered By Interior Plantings

Total Paved Area of Lot	**Percent of Total Paved Area Which Must Be Interior Planting Area**
0-49,999 Square Feet	5%
50,000 Square Feet Or Larger	10%

(4) Perimeter Landscape Area. In an effort to prevent adjacent parking lots from becoming one large expanse of paving, perimeter landscaping shall be required. The perimeter strip shall be a minimum of 5 feet in width. A minimum of one (1) tree and five (5) shrubs are required for every 35 linear feet of the perimeter of the parking area and located within the perimeter landscape area.

(5) Landscaping Adjacent To Buildings. There shall be at least a three foot landscape area provided between the edge of pavement and the entrance elevation of the building. In the B-3 District, the front yard setback area shall be landscaped.

(6) Screening Of Trash. Trash receptacles shall not be located within the front or street yard, and shall be screened from casual view by means of screening that is compatible with the main building/structure and landscaping.

(7) Screening of Ground Mounted Mechanical Equipment. Ground mounted mechanical equipment shall not be located within the front or street yard, shall be screened from casual view by means of screening that is compatible with the main building/structure, and landscaping.

(8) Screening of Roof Mounted Mechanical Equipment. Roof mounted mechanical equipment shall be screened from casual view.

(9) Retaining Walls. No retaining wall shall exceed 4 feet in height unless it has been designed and its construction supervised by a Professional Engineer or Registered Landscape Architect. A retaining wall may be stepped to achieve greater height. Each step of the wall shall be no more than 4 feet in height. A 4 foot high retaining wall shall be set back a minimum of 3 feet from the previous step. Retaining walls that are less than 4 feet tall shall be stepped back at least the same distance as the wall's height. Acceptable materials for retaining walls are: segmental masonry type, timber, railroad ties or concrete. If the retaining wall is constructed of concrete, landscaping must accompany the design of the retaining wall.

(10) Berms. Side slopes of berms shall not exceed a gradient of 1 foot vertical to 1 foot horizontal unless approved by the Village Engineer.

(11) Buffer Yards. Appropriate buffers shall be provided between dissimilar uses as set forth in Sec. 66.0303(4).

(12) Submittal Requirements. A landscape plan (to scale) must be submitted which includes details of all proposed landscaping, buffering and screening, including estimated cost of the landscaping. These plans shall be prepared by a landscape professional and show the location and dimensions of all existing and proposed structures, parking, drives, rights-of-way and any other permanent features, and all other information required by the Plan Commission, including but not limited to the following:

(a) A plant list and coverage chart showing the location, quantity, size (at time of planting and at maturity), spacing and common names of all landscape materials used.

(b) The location and type of existing trees over 4 inches in diameter (measured 6 inches above the ground) within the area to be developed.

(c) The location and percent of slope of all proposed berms using 1 foot contours.

(e) Detailed sections showing elevations of all proposed architectural features, such as walls, lighting or water features.

(f) The Plan Commission shall impose time schedules for the completion of buildings, parking areas, green space utilization, and landscaping. The Plan Commission may require appropriate sureties to guarantee that the improvements will be completed on schedule; as well as the approved protection of the identified wetlands and woodlands on the approved plan.

(13) Modification of Standards. The Plan Commission may modify any of the above standards by a three-fourths (3/4) majority vote of the Commissioners, but only if supplemental design elements or improvements are incorporated into the project, which compensate for the modification of the particular standard.

(14) Compliance. Landscaping shall be completed within twelve (12) months of the issuance of a Certificate of Occupancy in accordance with the approved landscaping and site plan. All landscaped and green space areas shall be continually maintained in accordance with the approved landscaping and site plans. It is the responsibility of the owner to ensure that the premises are properly maintained. Mature vegetative screens shall be maintained by the property

owner to retain the required spacing and height characteristics. However, trees may be thinned provided an opaque screening is still maintained.

Secs. 66.1061 - 66.1064, Reserved

Sec. 66.1065 Utilities in Rights-of-Way

(1) The Village finds compelling public interest in protecting the public health, safety and welfare of its residents and properties in ensuring that all utilities are buried or located so as to mitigate damage to nearby buildings, structures and vehicles, as well as to reduce risks posed by storms which threaten service interruption, traffic disruption, and unsafe street conditions by being located in the Village's rights-of-way, regardless of any utility easement located thereon.

(2) No public or private utility or other person may locate any pole, tower, or other equipment on the Village's rights-of-way without first seeking a permit from the Village of Sister Bay Zoning Administrator. Location of public utilities shall be restricted under the police powers reserved by the Village.

(a) *Poles Placed After April 1, 2016.* All utility poles located in the Village's rights-of-way require a permit, for which the fee for a regular Zoning Permit which is delineated in the most recently adopted fee schedule shall apply for each pole. Poles must not exceed a height of 35 feet.

1. Poles exceeding 35 feet in height may be allowed by Conditional Use Permit. The Plan Commission must hold a public hearing for each proposed pole, with a class II notice being inserted into the paper of record. All property owners within 1,000 feet shall also be mailed notice of the proposed conditional use. The conditional use must be approved with a three-fourths (3/4) vote of the Plan Commission.
2. To be considered for a Conditional Use Permit, poles exceeding 35 feet in height must have a setback of twice their height from any driveway, fire hydrant, building or structure, mailbox, flowerbed, flagpole, public or private parking space, public or private public parking lot, drainage culvert, or catch basin.
3. The requester of the Conditional Use Permit must submit plans and specifications indicating to the satisfaction of the Village's engineers that the proposed pole can manage the load of wires, equipment, or attachments proposed. No pole shall be granted approval until after a review and approval by the Village's engineers. No review of a permit will begin until the requester has submitted all required documentation, and paid a plan review fee, a conditional use application fee plus the required deposit to cover the cost of engineering review.

(3) No poles are permitted in the area depicted on TID No. 1's boundary area. No poles are allowed on any public or private streets created and initially improved after April 1, 2016.

(4) The Village shall charge the inventory and safety inspection fee delineated in the most recently adopted version of the fee schedule for the Village for every pole within its incorporated boundaries in order to ensure their safety, and to ensure that no non-permitted poles are located in the Village's rights-of-way. This inspection will occur in even numbered years, and companies shall be invoiced for the inspection at their office of record. Poles will be marked with a nailed metal placard with the Village's markings to ensure that no new poles are installed without a permit.

SECTION 1500 - ADMINISTRATION

Sec. 66.1500 Plan Commission

(1) Composition. The Village Plan Commission shall consist of three (3) Trustees, four (4) citizens and one (1) citizen with recognized experience who shall serve as an ex-officio member of the Plan Commission. The Village President will appoint the Plan Commission Chairperson, subject to Board approval. The citizen and Trustee members of the Plan Commission shall be appointed by the President, subject to confirmation by the Board of Trustees, for staggered terms of three (3) years commencing on May 1st of each year.

(2) Powers and Duties. The Plan Commission shall perform such duties as are prescribed by Wis. Stats. §62.23, and to that extent are deemed the Zoning Board, and has such further powers as may be delegated to it by the Wisconsin Statutes and Village ordinances. (Please note the Zoning Board is different from the Zoning Board of Appeals.) The Plan Commission shall have the duties of making reports and recommendations related to the planning and development of the Village to public officials, agencies, public utility companies, civic, educational, and professional and other organizations, and citizens. The Plan Commission may employ consultants, to the extent that the Village budget allows, who may prepare surveys and studies, prepare plans and recommendations, and perform other duties assigned by the Plan Commission. In general, the Plan Commission shall have such powers as may be necessary to enable it to perform its function and promote municipal planning. Decisions, interpretations, and recommendations of the Plan Commission shall take into account existing local, state and federal ordinances, statutes and regulations, together with recent modifications to those legal sources.

Secs. 66.1501 - 66.1504, Reserved

Sec. 66.1505 Public Information

To the fullest extent possible, the Plan Commission and Zoning Administrator shall make available to the public, all reports and documents concerning the Village Comprehensive Plan and any component thereof. Further:

(1) All available information in the form of reports, bulletins, maps and engineering data shall be readily available and widely distributed.

(2) Where practical, marks on bridges or buildings or other markers may be set to show the depth of inundation during the one hundred (100) year recurrence interval floodplain at appropriate locations within the floodplain.

(3) When practical, wetland boundaries may be staked in the field and said boundaries may be identified on a plat of survey.

(4) Information regarding the location of floodplains and wetlands shall be provided to realtors, lenders, and the public. If known, and upon request, a legal description of property containing floodplains or wetlands should include information designating the floodplain or wetland areas when property is transferred.

(5) Fees necessary to recover the costs of providing information to the public may be established by the Village Board.

Secs. 66.1506 - 66.1509, Reserved

Sec. 66.1510 Zoning Administrator Designated

The Village Zoning Administrator, or their designee, is hereby designated as the administrative and enforcement officer for the provisions of this chapter. The duty of the Zoning Administrator, or their designee shall be to interpret and administer this chapter and to:

(1) Maintain permanent and current records of all approvals and other actions, including, but not limited to, all maps, zoning ordinance amendments, zoning permits, conditional use permits,

planned unit development approvals, temporary use approvals, sign permits, site plans, certificates of compliance, variances, appeal interpretations, and applications.

(2) Determine that all zoning permit applications and their constituent plans; certificate of compliance requests, sign permit applications and their constituent plans; and other applications and plans comply with all the provisions of this chapter.

(3) Make interpretations regarding the provisions of this chapter.

(4) If requested or helpful, receive, file and forward (to the appropriate person, committee or agency) all completed applications for any permits or procedures provided for in this chapter.

(5) Inspect all structures, lands and waters as often as necessary, to assure compliance with this chapter.

(6) Issue permits as required by this chapter. Issuance my include conditions, as deemed necessary to ensure compliance with this chapter.

(7) Upon receipt of a survey from a property owner or their agent, record the lowest floor elevations of all structures erected, moved, altered or improved in the flood-land areas.

(8) Investigate all complaints made relating to the location of structures and the use of structures, lands and waters, give notice of all violations of this chapter to the owner, resident, agent, or occupant of the premises.

(9) Is permitted access to premises and structures during reasonable hours to make those inspections as deemed necessary by the Zoning Administrator to ensure compliance with this chapter. If, however, they are refused entry after presentation of their identification, they may procure a special inspection warrant in accordance with Wis. Stats. §66.122.

(10) Prohibit the use or erection of any structure until they have inspected and approved such use or erection.

(11) Institute, in the name of the Village, any appropriate action or proceeding against a chapter violator, as provided by law.

(12) Request assistance and cooperation from the Door County Sheriff's Department and the Village Attorney as deemed necessary.

(13) Attend all meetings of the Plan Commission and the Village Zoning Board of Appeals.

Secs. 66.1511 - 66.1519, Reserved

Sec. 66.1520 Development Agreement Required

(1) The applicant shall be required to enter into a Development Agreement with the Village at the time of approval of an application for a Zoning Permit for all projects and developments listed below:

(a) All new construction other than individual single-family homes, which are not part of an active subdivision or condominium plat.

(b) Commercial projects, including those projects in existing buildings involving a change of use or occupancy, expansion, or where the building is non-conforming for setback, height or parking.

(c) The Plan Commission shall have the authority to exempt an applicant from securing a Development Agreement with a three-fourths (3/4) majority of the Plan Commission. This does not include those uses in the Country Walk Shops commercial center development where a use is changed solely to a retail use, or, existing nonconforming commercial buildings which elect to replace siding and existing windows or install new window openings.

(2) Applicants shall agree to reimburse the Village for all costs incurred by the Village for engineering, inspection, planning, legal and administrative expenses in:

(a) Processing, reviewing, revising, and approving conceptual, preliminary or final development plans, including meeting time, regardless of whether the developer attended or participated in the meeting; and,

(b) Processing, reviewing, revising, drafting and approving any agreements, easements, deed restrictions or other documents associated with the proposed use; and,

(c) Inspection and approval of construction and installation of all improvements provided for in the development, including but not limited to, consultation reasonably required to address issues and problems encountered during the course of design and construction of the development. Such costs shall include the costs of Village consultants, including engineers, attorneys, inspectors, planners, ecologists, agents, sub-contractors and the Village's own employees. Such costs shall also include those for attendance at meetings. The cost for outside services shall be the direct costs incurred by the Village. The cost for Village employees' time shall be based upon the classification of the employee and the rates established by the Village Board, from time to time, for each such classification.

(3) Failure to sign a Development Agreement within six (6) months of approval by the Village Boaord shall be deemed a forfeiture of the Agreement offered, and any future land disturbance, development, or use of the building or property shall be in compliance with this chapter. After the proposed Development Agreement offer has expired, should a landowner wish to proceed with the project in the future, they shall begin the application process anew.

Secs. 66.1521 - 66.1524, Reserved

Sec. 66.1525 Terms of Development Agreement

The Development Agreement shall, at a minimum, include the following terms and conditions:

(1) The condition that a site plan, a parking plan, trail locations or future trails easements, a grading plan, a lighting plan, a stormwater management plan, a landscaping plan, building architectural plans, a phasing plan must have been approved by the Plan Commission, and such other requirements as are established by the Plan Commission have been satisfied.

(2) Imposition of the condition that any necessary streets and appurtenances thereto, including sidewalks or trails, shall be constructed at the expense of the applicant, as required by the Plan Commission, or, in accordance with the provisions of Chapter 54 of the Municipal Code, *Land Division*, which are in effect at the time of such construction.

(3) Imposition of the condition that sanitary and water mains and laterals, and storm water drainage facilities, and any related off-site improvements shall be paid for, constructed and installed by the applicant as required by the Village, and the provisions of Chapter 62 of the Municipal Code, *Utilities*, at applicant's expense.

(4) Assignment of culvert and landscape maintenance responsibilities to the owner(s) of the property in accordance with the submitted site plan and landscape plan, and the ability of the Village to conduct such work, and charge all costs incurred by the Village as a special charge against the real estate upon the owner's failure to maintain.

(5) The applicant shall agree to indemnify and hold the Village and its agents harmless from and against claims related to the performance of work at or for the site.

(6) The applicant's principals shall be personally responsible for reimbursement of costs to the Village in the event the applicant does not proceed with the actual installation as approved by the Village.

(7) The applicant shall be responsible for payment of the Village's costs, disbursements and attorney's fees to draft and review the Development Agreement, and, in the event the Village brings legal action to enforce compliance with this agreement and a final determination is made in favor of the Village.

(8) Imposition of the condition that the terms and conditions of the agreement shall extend to the heirs, administrators, successors in title and assigns of the applicant, including personal liability. However, the applicant may not assign its rights, duties and responsibilities under this agreement to any other third party without first obtaining the prior written consent of the Village.

(9) If acceptable to the Village, the Applicant shall convey all necessary easements to the Village.

(10) Other terms that the Village and the applicant shall agree to be appropriate.

Secs. 66.1526 - 66.1529, Reserved

Sec. 66.1530 Zoning Permit Required

All Zoning Permits for new construction, expansion, reconstruction and remodeling and change of use are issued under the condition that such construction shall comply with all applicable state and federal standards and local building codes. Acceptance of a permit shall deem acceptance of all conditions imposed upon the permit. No structure shall hereafter be located, erected, moved, reconstructed, extended, enlarged, or structurally altered, or the use changed, until after the owner or their agent has secured a zoning permit, if required, from the Zoning Administrator, or their designee, unless otherwise exempted pursuant to Sec. 66.0501 of this chapter. Applications for a zoning permit shall be made to the Zoning Administrator on forms furnished by the Zoning Administrator and shall include the non-refundable fee established by resolution of the Board of Trustees and all required plans. No permit application will be processed until the Zoning Administrator has received a completed application which contains the following, where applicable:

(1) Names and Addresses. Names and addresses of the applicant, the owner of the site, the architect, the professional engineer and the contractor.

(2) Lot Description. A description of the subject site by lot, block and recorded subdivision, or metes and bounds; address of the subject site; type of structure; existing and proposed operation or use of the structure or site; number of employees; and the zoning district within which the subject site lies.

(3) Plat of Survey. A plat of survey prepared by a registered land surveyor showing the following information:
   (a) Location of the lot referenced in the U.S. Public Land Survey;
   (b) North arrow and graphic scale;
   (c) Dimensions of the lot;
   (d) Street names of abutting streets and the name of the nearest intersecting street;
   (e) The distance from the corner of the lot to the nearest intersecting street;
   (f) The widths of abutting streets, sidewalks and alleys;
   (g) Location of easements; their purpose and their width;
   (h) Location and dimensions of all structures on the lot, both existing and proposed;
   (i) Existing lot grade and street grade, referenced to Village of Sister Bay datum;
   (j) Proposed lot grades and structure grades, referenced to Village of Sister Bay datum;
   (k) A pre-construction grade elevation shall be submitted for all principal buildings and structures. Existing elevations, obtained by field observation, shall be provided to adequately portray drainage patterns on and adjacent to the parcel for which the grading plan is submitted. Such existing elevations shall include, at a minimum, a sufficiently tight grid pattern of elevations, existing grades at lot corners, at grade breaks, adjacent top of curbs, ground elevations at on-site and adjacent structure foundations, elevations at least 25 feet outside the parcel alongside and rear lot lines, ditch flow lines and culverts where applicable, and all storm runoff receiving structures and drainage ways. In addition, cross-sections of the principal building or structure shall be submitted indicating the preconstruction grade elevation, and the highest and lowest finished grade elevations;
   (l) Setbacks of structures on adjacent lots;
   (m) Existing and proposed driveway locations and widths;
   (n) Existing and proposed street and highway access restrictions;
   (o) Location of existing and proposed parking and loading areas;
   (p) Type of monument at each corner of the lot;
   (q) Watercourses or existing drainage ditches;
   (r) The extent and elevation of floodplains and wetlands on the lot and within 40 feet of the lot;
   (s) Location of hydrants, streetlights and street trees;

(t) If the property is in an area with a Master Grading Plan, the existing and proposed grades of all corners of the lot and the grade of the structure controlled by such Master Drainage Plan; and,
(u) The seal and signature of the surveyor.
(v) Location of all trees with a well-defined stem at least three (3) inches in diameter measured at a height 4 ½ feet above the ground, and, which trees are to be removed during construction.

(4) Plans. The following plans shall be drawn to scale and include the scale and dimensions as appropriate or required by the Zoing Administrator. The intended use of all rooms shall be identified on the floor plans.
(a) A site plan showing the proposed development in relation to all surface water, road, rights-of-way, easements and lot lines.
(b) All foundation plans, including basement plans and the floor plan of said basement.
(c) All floor plans.
(d) All elevation views, including the height of the building, as measured from finished grade.

(5) Compliance With Building Codes; Burying Utilities. All construction and remodeling activity that also requires building permits and inspections shall comply with Chapter 14 of the Municipal Code of Ordinances, *Buildings and Building Regulation*, and other applicable Village and State Building Codes. All utilities including electric, telephone, cable television, water and sanitary sewers shall be buried for all new structures. Utilities shall also be buried for remodeling projects where the value of the project is in excess of fifty percent (50%) of the equalized value. No utility shall be buried without the express written approval of the Zoning Administrator or Utilities Director; depending on disturbance activity involved, a permit may be required to bury the utility.

(6) Setback and Footing Inspection and Permit. The owner, tenant, contractor or agent shall notify the Building Inspector in writing or on forms provided by the Building Inspector forty-eight (48) hours (excluding Saturdays, Sundays and legal holidays), or as required by the Building Inspector, if different, prior to the pouring of footings so that the Building Inspector may inspect the location of the footings for compliance with the zoning permit and compliance with State building codes. No footings shall be poured or otherwise made permanent until such inspection and approval of the footings for compliance has been given by the Building Inspector.

(7) Waiver of Some Requirements. In the sole discretion of the Zoning Administrator, they may waive the requirements for certain plans, specifications, data, or the plat of survey when the application is to execute minor alterations or repairs to a building or structure, and documentation is already on file at the Village Offices, or provided that the proposed construction, alteration, or repair is sufficiently described in the application for the permit.

(8) Proposed Sewage Disposal Plan if Municipal Sewerage Service Is Not Available. This plan shall include a copy of the permit issued by the appropriate regulatory agency for the installation of an on-site soil absorption sanitary sewage disposal system, or other appropriate means of waste disposal.

(9) Proposed Water Supply plans If Municipal Water Service Is Not Available. This plan shall be in accordance with State codes and shall be approved by the Village Engineer or Utilities Director, who shall certify in writing that an adequate and safe supply of water will be provided.

(10) Proof of Approved Access and Address Assignment. If no approved village access to a site exists, prior to development, the landowner shall secure a Driveway Permit. The Driveway Permit shall only be issued if the culvert size, surface, width, and setbacks meet the provisions of this chapter. Driveway permits are required for access to all roads, regardless of jurisdictional authority. Before a zoning permit can be issued the landowner shall secure an address assignment in accord with this chapter. Driveway permits are valid for one year; if no action commences to physically install the access point within twelve (12) months of permit issuance, the permit shall be deemed expired.

(11) Culverts. No Zoning Permit shall be issued for the erection or construction of any building or structure on platted or unplatted land along a public or private street with roadside ditches, unless the owner or agent has arranged, with the Village Engineer, for the installation of a culvert of such size and length to preserve the capacity and grade of any drainage ditch laid alongside the public street or public service drive abutting the property. The Village Engineer shall determine the size and length of the culvert required, but in no case shall the culvert extend beyond the width of the driveway. A Driveway Permit shall be required for the installation of the culvert.

(12) Condominium Declaration. Any developer of land in the Village who elects to create a condominium pursuant to Wis. Stats. Chapter 703 shall submit a copy of the Condominium Declaration, and any amendment thereto, to the Zoning Administrator to be attached to the file copy of the Zoning Permit Application or other application required by this chapter.

(13) Environmental Assessment. The developer shall provide an evaluation of the site for wetlands, woodlands, ridges or swales, natural landforms or other natural areas if so directed by the Zoning Administrator. For those properties in a Bluff Protection Overlay, or adjacent to said overlay, the Zoning Administrator may require evidence from a professional engineer that the project will not jeopardize the integrity of the escarpment or cliff face or result in undue water that could result in dissolution of the karst feature. The Zoning Administrator may also request an environmental assessment or impact assessment to ensure the integrity of the escarpment is not diminished; there are no rare, endangered or threatened species present; or there are no cultural or historical resources present.

(14) Grading Plan Review. A Grading Plan is an important element in preventing property damage, flooding and view vistas. A Grading Plan takes into account the existing topography of the development and its relationship with adjacent properties. Proper grading avoids the need for retaining walls, storm drainage systems, swales on the development, and adjacent properties.

(a) Building construction projects that have less than a 2 foot change in elevation between the pre-construction grade and finished grade are not required to have engineering review of the grading plan.

(b) Building construction projects that are not otherwise exempt shall have a grading plan prepared by a qualified professional engineer. The proposed project shall comply with the Village's grading standards as developed by the Village Engineer. A Zoning Permit shall not be issued for a project requiring a grading plan until it is approved by the Village Engineer.

(15) Additional Information. Additional information, such as a traffic impact analysis, or acoustics report, as may be required by the Plan Commission, Village Engineer, Zoning Administrator, Utilities Director, or Fire Inspector.

(16) Outstanding Fees and Assessments; Violations. No Zoning Permit shall be issued until the Village has investigated the fact that all outstanding connection and development fees, citations, or special assessments levied against the property have been fully paid or an agreement for payment to the Village by the property owner has been executed.

(17) Zoning Permit For Use Expiration. Unless part of a Development Agreement, Regular Zoning Permits to establish a use shall expire twelve (12) months from the date of issuance if no action has commenced to establish the use. Any change of land use after the expiration of a Zoning Permit shall be considered a violation of this chapter. Provided there has been substantial progress towards the establishment of the use, the permit can be renewed for one (1) twelve (12) month period. Subsequent renewals shall not be allowed, and the project will require the authorization of a new permit and associated permit processes, such as site plan review and if required, a Development Agreement. If part of a Development Agreement, permit expiration shall be as described in the Development Agreement.

(18) Zoning Permit For Construction Expiration. Regular Zoning Permits for construction of a structure shall expire twelve (12) months from the date of issuance or at the same time as the Building Permit, or, if part of a Development Agreement, as described in that Development Agreement.

Any exterior construction after the expiration of a Zoning Permit shall be considered a violation of this chapter. Provided construction has been started within the initial twelve (12) months following permit issuance, and there has been substantial progress towards completion of the structure, then the permit may be renewed for one (1) twelve (12) month period. Subsequent renewals shall not be allowed, and the project will require the authorization of a new permit and associated permit processes, such as site plan review and if required, Development Agreement.

(19) Action in Writing. A Zoning Permit shall be granted or denied in writing by the Zoning Administrator or their designee. For purposes of providing a land use decision, written notification may be provided electronically; a copy of said decision shall be retained in the file.

(20) Resubmission. No regular Zoning Permit Application that has been denied shall be resubmitted or processed within twelve (12) months of said denial unless substantial changes have been made to the application that could result in the potential issuance of a permit. A new completed application is required with each resubmission.

Sec. 66.1531 Zoning Permit Not Required

No Zoning Permit shall be required for any of the following activities; provided that any work that does qualify for an exemption under this section shall be required to comply with the applicable setback, height, and other requirements set forth in this chapter:

(1) Accessory structures shall require a regular Zoning Permit except: minor structures such as birdhouses, yard light poles, birdbaths, doghouses (housing dogs which are licensed as the personal pets of the residents of the property), tree houses, children's play apparatus, functional home heating oil storage tanks, clothesline poles, lawn ornaments, flag poles, mailboxes, garbage containers (storage containers or fences to conceal refuse and recycling receptacles from public view shall require a Zoning Permit), and ice fishing shanties. Accessory buildings greater than 120 square feet in area shall also require the issuance of a Building Permit.

(2) For minor repairs, as determined by the Zoning Administrator, that do not alter the size or position of an existing structure on a lot.

Sec. 66.1532 Certificates of Occupancy and Compliance Required

(1) Certificate of Occupancy. No vacant land shall be occupied or used; and no building or premises shall be erected, altered, or create a change of use; and no non-conforming use shall be changed, or extended until a Certificate of Occupancy has been issued by the Building Inspector. Such certificate shall show that the building, premises or part thereof complies with the provisions of the applicable State codes. Such certificate shall be applied for prior to the time of occupancy of any land and/or building.

(2) Certificate of Compliance. No building or land authorized for development for which a permit or other approval has been issued by the Zoning Administrator, Plan Commission or Village Board shall be used for such purpose until a new Certificate of Compliance has been issued by the Zoning Administrator or their designee. Such certificate shall show that the building or premises or part thereof are in compliance with the provisions of the Zoning Code. Application for a Certificate of Compliance shall be made in the same manner as for a Zoning Permit pursuant to Sec. 66.1530 of this chapter. It shall be the responsibility of the landowner to obtain the Certificate of Compliance.

Secs. 66.1533 - 66.1534, Reserved

Sec. 66.1535 Conditional Use Permit

The Village Board has authorized the Zoning Administrator to issue a Conditional Use Permit for a conditional use upon review and approval by the Plan Commission following a public hearing, or, if required, a Development Agreement has been approved by the Village Board. The request for a permit for a conditional use shall be filed with the Zoning Administrator on an official completed application form and shall be accompanied by the required non-refundable fee and detailed written and graphic

materials fully explaining the proposed development. The applicant shall explain in writing why a Conditional Use Permit should be issued addressing the criteria in (9) below. A public hearing shall be conducted by the Plan Commission.

(1) Applicant. Names and addresses of the applicant, owner of the site, architect, professional engineer, contractor and all opposite and adjacent property owners of record.

(2) Project Description. Description of the subject site by lot, block, and recorded subdivision or by metes and bounds; address of the subject site; type of structure; existing and proposed operation or use of the structure or site; number of employees; and the zoning district within which the subject site is located.

(3) Plat of Survey. A Plat of Survey prepared by a registered land surveyor showing all of the information required under Sec 66.1530(3) for a Zoning Permit as well as the ordinary high-water mark, and existing and proposed landscaping.

(4) Additional Information Required. Additional information as may be required by the Plan Commission, Village Engineer, Zoning Administrator, Utilities Director or Fire Inspector.

(5) Conditional Uses Will be Reviewed as to Intent. A Conditional Use Permit Application will be reviewed for compliance with the purpose and intent of the ordinance, as described in Section 100 of this chapter. Any conditions imposed shall serve the purpose of reinforcing code requirements and furthering the purpose and intent of this chapter.

(6) Plan Commission Action. The Plan Commission encourages all applicants to present their conceptual plans or land use proposal to the Commission prior to filing for a Conditional Use Permit. Such preliminary review may minimize the need for changes later, save time and money for the applicant, and avoid a denial or delay in review. The Plan Commission is empowered to recommend to the Village Board approval of the permit and approval of a Development Agreement for a conditional use if the following requirements are met. Uses which require such a permit, are identified in the respective district regulations. The Plan Commission may make such recommendation as it deems appropriate regarding approval of the request.

(7) Conditions. Conditions imposed on a permit must be related to the purpose and intent of the ordinance, be based on substantial evidence, and be reasonable and to the extent that is practicable and measurable. For purposes of conditions imposed on a conditional use permit, "substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a Conditional Use Permit, and that reasonable persons would accept in support of a conclusion. Acceptance of the Conditional Use Permit shall be deemed acceptance of all conditions contained therein.

(8) Issuance and Safeguards. If a Development Agreement is required, the permit for a conditional use shall be part of the Development Agreement, and shall be attached thereto. In approving any conditional use, the Plan Commission may prescribe appropriate conditions and safeguards in conformity with this chapter. The Plan Commission may request that the Village be provided with either a surety bond, cash escrow, a certificate of deposit, securities, or cash deposit prior to issuance of the Conditional Use Permit. The security shall be used to guarantee compliance with the conditions of the permit and shall be returned to the developer when a Certificate of Compliance is issued.

(9) Decision Criteria. In making a determination on an application for a conditional use, the Plan Commission shall consider all relevant factors specified in other sections of this chapter, including the standards for specific requirements for certain land uses and activities. The Plan Commission shall also consider the following criteria:

(a) *Compatibility.* "Compatibility" is defined as the compatibility of the proposed use with existing development within the area.

(b) *Health and Safety.* A finding must be made that the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.

(c) *Consistency with the Comprehensive Plan.* The relationship of the proposed use to the objectives of the Village of Sister Bay's Comprehensive Plan must be found. There must also be a finding that the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

(d) *Importance of Services to the Community.* The importance of the services provided by the proposed use to the community, if any, as well as the requirements of the use for certain locations, if any, without undue inconvenience to the developer, and the availability of alternative locations that are equally suitable must be taken into consideration.

(e) *Neighborhood Protections.* The sufficiency of the terms and conditions proposed to protect and maintain the uses in the surrounding neighborhood must also be considered. The conditional use may not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor can it substantially diminish and impair property values within the surrounding area.

(10) Conformance With Other Requirements of the Chapter. The conditional use shall in all other respects conform to the applicable regulations of the district in which it is located, including but not limited to parking, landscaping, setbacks and other dimensional criteria.

(11) Public Hearing. Whenever a Conditional Use Permit is requested and the required public hearing is scheduled and noticed by the Village as a Class 2 Notice, the Village shall give notice, by regular mail, of the proposed conditional use to all property owners whose property lies within 300 feet measured in a straight line from the exterior boundary of the property subject to the proposed Conditional Use Permit. The notice shall be mailed at least ten (10) days prior to the hearing; however, failure of a neighboring property owner to receive such mailed notice shall not invalidate a public hearing. If action on the application is delayed more than one hundred twenty (120) days from the date of public hearing, a new public hearing shall take place. If the delay is the result of the action of the Plan Commission, the new hearing fee is waived; however, if the new hearing is the result of a delay on the applicant's part, the applicant shall pay for a new permit fee, which is used to cover the costs of a new public hearing.

(12) Resubmissions. A Conditional Use Permit Application that has been heard and denied shall be eligible to be resubmitted only if the applicant submits an affidavit to the Plan Commission identifying how the new application materially differs from the previous application or identifying substantial new evidence that will be offered. The Plan Commission shall review the affidavit and then vote by simple majority of the members present on the question of whether the changes or new evidence would be of such significance that the Plan Commission may consider changing the previous decision. If the resubmission is accepted, the Plan Commission shall schedule a hearing on the entire resubmitted application. If the Plan Commission rejects the resubmitted application, a new application shall not be submitted during the following twelve (12) months.

(13) Notice to DNR. The Plan Commission shall transmit a copy of each application for a wetland conditional use in the W-1 District to the Wisconsin Department of Natural Resources (DNR) by certified mail at least ten (10) days prior to the public hearing. Final action on the application by the Village Board shall not be taken for thirty (30) days from the date the DNR receives notice of public hearing by certified mail or until the DNR has made its recommendation, whichever comes first. A copy of all wetland conditional use decisions shall be transmitted to the DNR within ten (10) days following the decision.

(14) Expiration of Conditional Use Permit for a Use. Conditional Use Permits that establish a "use" shall expire twelve (12) months from the date of issuance if no action has commenced to establish the use, unless a different time is established as a condition of granting the Conditional Use Permit

or established in the Development Agreement. Any change of land use after the expiration of a Conditional Use Permit shall be considered a violation of this chapter.

(15) Expiration of Conditional Use Permit for Construction. Conditional Use Permits that allow "construction of a structure" shall expire twelve (12) months from the date of issuance, unless a different time period is established as a condition of granting the Conditional Use Permit or per the Signed Development Agreement. Any exterior construction that occurs after the expiration of a Conditional Use Permit shall be considered a violation of this chapter and shall warrant consideration for revocation of the Conditional Use permit in accordance with Sec. 66.1535(15) of this chapter.

(16) Amendments. Changes subsequent to the inital issuance of a Conditional Use Permit, which would substantially affect the conditions listed in Sec. 66.1535(7) of this chapter, shall require an amendment to the Conditional Use Permit. The process for amending a permit shall generally follow the same procedures as those required for granting a Conditional Use Permit as set forth in this section, including filing a new Conditional Use Permit Application, payment of the applicable non-refundable fee and conducting of a related public hearing.

(17) Revocation of Conditional Use Permit. Should a permit applicant, their heirs or assigns, fail to comply with the conditions of the permit issued by the Zoning Administrator, or should the use or characteristics of the use be changed without prior approval by the Plan Commission, the Conditional Use Permit may be revoked. The process for revoking a permit shall generally follow the same procedures as those required for granting a Conditional Use Permit as set forth in this section.

(18) Grading Plan Review. A grading plan is required for all sites where a building with a slab or other foundation is to be erected, or for a new hard surface, expansion of a hard surface, or improvement so as to result in a hard surface. Examples of hard surfaces include but are not limited to parking lots and tennis courts. The plan shall show pre-construction grade and final grade of the site, noting any changes to be made to the grade. The plan is an important element in preventing property damage, flooding and scenic beauty. A grading plan takes into account the existing topography of the site and development and its relationship with adjacent properties. The plan shall show the directional flow of water across the surface of the property, and how that water will be maintained onsite to prevent property damage, including flooding and erosion. Under no circumstance shall water be displaced onto adjacent properties or roadways that do not have a storm sewer, ditch, natural waterway or manmade ditch which predated the adoption of zoning capable of transporting the increase in water. Proper grading avoids the need for retaining walls, storm drainage systems, swales on the development and adjacent properties.

(a) Building construction and hard surface projects that have less than a two-foot change in elevation between the pre-construction grade and finished grade are not required to have engineering review of the grading plan.

(b) Building construction and hard surface projects that are on a lot with a grade change of two percent (2%) or more in elevation between the preconstruction grade and finished grade shall have a grading plan prepared by a qualified professional engineer. The proposed project shall comply with the Village's Grading Standards as developed by the Village Engineer. A Zoning Permit shall not be issued for a project requiring a grading plan until it is approved by the Village Engineer; the cost of the Village Engineer's time to review the plan shall be bore by the applicant.

(19) Existing Conditional Uses. All uses existing on the effective date of this chapter, which would be classified as conditional uses in the particular districts concerned, if they were to be established after the effective date of this chapter, are hereby declared conforming conditional uses. Any proposed change or expansion, including signage and parking, of the existing operation shall be subject to the conditional use procedures and regulations in this section, as if such use was being newly established.

Secs. 66.1536 - 66.1539, Reserved

Sec. 66.1540 Other Permits
It is the responsibility of the permit applicant to secure all other necessary permits required by the Village or any State, Federal, or County agency. This includes, but is not limited to, a water use permit pursuant to Wis. Stats. Chapter 30, a water quality certification pursuant to Chapter NR 103 of the Wisconsin Administrative Code, or its successor code, or a Wetland Fill Permit pursuant to section 404 of the Federal Water Pollution Act.

Secs. 66.1541 - 66.1544, Reserved

Sec. 66.1545 Permit Fees
All persons, firms, or corporations performing work, which by this chapter requires the issuance of a permit or planning review, shall pay a non-refundable fee for such permit or review to the Village at the time of application to help defray the cost of administration, investigation, advertising, hearings, and processing of permits and variances and other required processes. The permits and processes for which a fee is required are identified on the Resolution adopted by the Village Board that sets the Fee Schedule.

Secs. 66.1546 - 66.1549, Reserved

Sec. 66.1550 Violations
It shall be unlawful to construct or use any structure, land or water in violation of any of the provisions of this chapter. Failure to secure the necessary permits prior to commencing construction or land use activity shall also constitute a violation. In case of any violation, the Village Board, the Zoning Administrator, the Plan Commission or any property owner who would be specifically damaged by such violation may institute appropriate action or proceedings to enjoin or abate a violation of this chapter. Every day of violation shall constitute a separate offense.

Secs. 66.1551 - 66.1559, Reserved

Sec. 66.1560 Remedial Action
Whenever an order of the Village Board, the Plan Commission or the Zoning Administrator has not been complied with within thirty (30) days after written notice has been mailed or e-mailed to the owner with a successful read receipt to the owner, the resident agent, or occupant of the premises, the Village Board, the Plan Commission, the Zoning Administrator, or the Village Attorney may institute appropriate legal action or proceedings to prohibit such owner, agent, or occupant from using such structure, land, or water; and to cause to remove such structure or use.

Secs. 66.1561 - 66.1569, Reserved

Sec. 66.1570 Penalties
Penalties for violating the provisions of this chapter shall be in accordance with the provisions of the Municipal Code.

Secs. 66.1571 - 66.1574, Reserved

Sec. 66.1575 Renewal of Permits
If construction has commenced prior to the expiration of a regular Zoning Permit or a Conditional Use Permit, but is not completed prior to such expiration, a twelve (12) month renewal regular Zoning Permit shall be issued by the Zoning Administrator upon submittal of a renewal application and payment of the required fee. Additional renewals may only be granted by the Plan Commission. A structure shall be deemed completed when the roof, exterior walls, doors, windows and sub-floors are in place and finished and utility connections have been made and required landscaping and site improvements have been made.

SECTION 1600 - ZONING BOARD OF APPEALS

Sec. 66.1601 Establishment

There is hereby established a Zoning Board Appeals for the Village for the purpose of hearing appeals and applications, and for granting variances and exceptions to the provisions of this Zoning Code. The Zoning Board of Appeals shall consist of five (5) members plus two (2) alternates appointed by the Village President and confirmed by the Village Board.

Sec. 66.1602 Organization

The Zoning Board of Appeals shall organize and adopt rules of procedure for its own governance in accordance with the provisions of the Municipal Code of the Village and this chapter.

(1) Meetings. Meetings shall be held at the call of the chairperson and shall be open to the public.
(2) Minutes. Written minutes of the proceedings and a record of all actions shall be kept by the Zoning Administrator, or other designated person, showing the vote of each member upon each question, the reasons for the Board's determination, and its finding of facts. These records shall be immediately filed in the office of the Village Clerk and shall be a public record.
(3) Voting. The concurring vote of four (4) members of the Board shall be necessary to reverse any order, requirement, decision or determination of any administrative official; grant a variance; or make an interpretation.

Sec. 66.1603 Powers

The Zoning Board of Appeals shall have the following powers:

(1) Errors. To hear and decide appeals when it is alleged there is error in any order, requirement, decision or determination made by any administrative official in the enforcement of this chapter.
(2) Variances. To hear and grant appeals for area variances as will not be contrary to the public interest, when, owing to special conditions, a literal enforcement will result in practical difficulty or unnecessary hardship, so that the spirit and purposes of this chapter shall be observed and the public safety and welfare secured and substantial justice done. Use variances shall not be granted.
(3) Permits. The Board may reverse, affirm wholly or partly, or may modify the order, requirements, or decision or determination appealed from, and may issue or direct the issuance of a permit.
(4) Assistance. The Board may request assistance from other Village officials, departments, commissions and boards.
(5) Oaths. The Chairperson or Vice-Chairperson as well as the Village Attorney may administer oaths and compel the attendance of witnesses.

Sec. 66.1604 Appeals and Applications

Appeals of the decision of the Zoning Administrator or any administrative official concerning the literal enforcement of this chapter may be made by any person aggrieved or by any officer, department or board of the Village. Such appeals shall be filed with the Village Clerk within thirty (30) days after the filing of the decision or order of the Zoning Administrator or any administrative official. Applications may be made by the owner or lessee of the structure, land or water to be affected at any time and shall be filed with the Village Clerk. Such appeals and applications shall include the following:

(1) Name and address of the appellant or applicant and all abutting and opposite property owners of record.
(2) Plat of survey prepared by a registered land surveyor showing all of the information required under Sec. 66.1530 for a Zoning Permit when required by the Zoning Administrator or a firm/individual designated by the Village or a sketch drawn to a recognized map scale may be submitted.
(3) Additional information required by the Plan Commission, Village Engineer, Zoning Board of Appeals, or Zoning Administrator.
(4) A filing fee, as set forth in the Village's fee schedule, shall be submitted with the petition.

Sec. 66.1605 Hearings

The Zoning Board of Appeals shall fix a reasonable time and place for the hearing, shall give public notice thereof as specified in Sec. 66.0801, and shall give due notice to the parties in interest, and the Zoning Administrator. At the hearing, the appellant may appear in person, by agent, or by attorney.

Sec. 66.1606 Notice to DNR

The Zoning Board of Appeals shall transmit a copy of each application for an area variance to regulations of the W-1 District to the Wisconsin Department of Natural Resources (DNR) by certified mail at least ten (10) days prior to the public hearing. Copies of appeals in the W-1 District shall also be submitted to the DNR by certified mail at least ten (10) days prior to any public hearing. Final action on the variance application or appeal shall not be taken for thirty (30) days or until the DNR has made its recommendation, whichever comes first. A copy of all decisions relating to variances to conservancy district regulations or to floodland regulations, and a copy of all decisions to conservancy district and floodland district appeals, shall be transmitted to the DNR within ten (10) days following the date of such decision.

Sec. 66.1607 Findings

No area variance to the provisions of this chapter shall be granted by the Board unless it finds by a preponderance of the evidence that all the following facts and conditions exist and so indicates such in the minutes of its proceedings.

(1) Preservation of Intent. No area variance shall be granted that is not consistent with the purpose and intent of the regulations for the district in which the development is located.

(2) Exceptional Circumstances. There must be unique circumstances or conditions applying to the lot or parcel or structure that do not apply generally to other properties or uses in the same zoning classification within 1,000 feet of the subject property, and the granting of the area variance should not be of so general or recurrent a nature as to suggest that the zoning chapter should be changed.

(3) Hardship. *Economic hardship and self-imposed hardship are not grounds for an area variance.* No area variance shall be granted solely based on economic gain or loss. The hardship must be based upon conditions unique to the property rather than considerations personal to the owner.

(4) Preservation of Property Rights. The variance must be necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same zoning district and same vicinity.

(5) Absence of Detriment. No area variance shall be granted that will create substantial detriment to adjacent property or that will materially impair or be contrary to the purpose and spirit of this chapter or the public interest.

(6) Additional Requirements in Wetland Districts. No variance shall be granted where:

- (a) Filling and development contrary to the purpose and intent of the W-1 District would result.
- (b) A change in the boundaries of the any wetland district would result.
- (c) Any action contrary to the provisions of Chapter NR 116 or Chapter NR 166 of the Wisconsin Administrative Code, or their successor codes, would result.

Sec. 66.1608 Wetland Mapping Disputes

Whenever the Board of Appeals is asked to interpret a W-1 District boundary where an apparent discrepancy exists between the Village's Final Wetland Inventory Map and actual field conditions, the Village shall contact the Wisconsin Department of Natural Resources (DNR) to determine if the wetland inventory map is in error. If the DNR staff concurs that the particular area was incorrectly mapped as a wetland, the Board of Appeals shall direct the Plan Commission to initiate appropriate action to rezone the property within a reasonable amount of time. If the DNR staff does not concur that the particular area is incorrectly mapped, the Zoning Board of Appeals shall affirm the Zoning Administrator's interpretation.

Sec. 66.1609 Decision

The Zoning Board of Appeals shall decide all appeals and applications within a reasonable period of time after the public hearing and shall transmit a signed copy of the Board's decision to the appellant or applicant, the Zoning Administrator, and the Plan Commission.

(1) Modifications or additions to any condition attached to a permit may be made by the Zoning Board of Appeals, which shall be enforced by the Zoning Administrator.

(2) Variances granted by the Board, relating to the commencement of construction of a building or structure shall expire within a period of time established by the Board, but in no case shall such period exceed twelve (12) months unless substantial work has commenced pursuant to such variance as determined by the Zoning Administrator. If the variance expires, it is invalid and the applicant must reapply for a variance.

Sec. 66.1610 Review by Court of Record

Any person or persons, jointly or severally aggrieved by any decision of the Zoning Board of Appeals, or any taxpayer, or any officer, department, or board of the Village may, within thirty (30) days after the filing of the decision in the office of the Zoning Board of Appeals, commence an action seeking the remedy available by Certiorari.

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SECTION 1700 - CHANGES AND AMENDMENTS

Sec. 66.1701 Authority
The Village Board may, by Ordinance, change the district boundaries or amend, change, or supplement the regulations established by this chapter or amendments thereto.

Sec. 66.1702 Initiation
A change or amendment may be initiated by the Village Board or Plan Commission or by an application of one or more of the owners, lessees or contract purchasers of the property subject to the proposed change.

Sec. 66.1703 Applications
Applications for any change to the district boundaries or amendments to the regulations shall be filed with the Zoning Administrator, and shall contain a legal description of the premises to be rezoned or the regulations to be amended. If the application is submitted by a contract purchaser, a copy of the offer to purchase shall be included with the application. The application shall list the reasons, which justify the application, and specify the proposed use, or provide the proposed amended wording in the regulation.

Sec. 66.1704 Review and Recommendations
The Plan Commission shall review all proposed changes and amendments within the corporate limits and shall recommend that the petition be granted as requested, modified and granted, or denied.

Sec. 66.1705 Hearings
The Plan Commission shall hold a public hearing upon each application giving public notice thereof as specified in Sec. 66.1801 of this chapter, listing the time, place and the changes of amendments proposed. The Plan Commission shall also give at least ten (10) days' prior written notice to the clerk of any municipality within 1,000 feet of any land to be affected by the proposed change or amendment.

Sec. 66.1706 Village Board's Action
As soon as possible after such public hearing, and after careful consideration of the Plan Commission's recommendations, the Village Board shall act on the application approving, either modifying and approving, or disapproving of the same.

Sec. 66.1707 Wetland Amendments
(1) Notice to DNR. The Village shall transmit a notice of any proposed change (text or map) in the W-1 district to the Wisconsin Department of Natural Resources (DNR). Notice requirements shall be as follows:
   (a) A copy of every application for a text or map change shall be mailed within five days of filing with the Zoning Administrator.
   (b) At least ten (10) days prior notice of any public hearing on a wetland zoning amendment shall be provided.
   (c) Notice of a Plan Commission recommendation no later than ten (10) days following the recommendation shall be provided.
   (d) Notice of a Village Board decision no later than ten (10) days following the decision shall be provided.
(2) Review standards. No wetland in the W-1 District shall be rezoned if the rezoning results in a significant adverse impact on storm or floodwater storage capacity; maintenance of dry season stream flow, the discharge of groundwater from the wetland to another area, or the flow of groundwater through a wetland; filtering or storage of sediments, nutrients, heavy metals, or organic compounds that

would otherwise drain into navigable waters; shoreline protection against soil erosion; fish spawning, breeding, nursery or feeding grounds; wildlife habitat; or areas of special recreational, scenic or scientific interest, including scarce wetland types.

(3) DNR objections. If the DNR has notified the Plan Commission that an amendment to the W-1 district may have a significant adverse impact upon any of the criteria listed in subsection (b) above, that amendment, if approved by the Village Board, shall not take effect until more than 30 days have elapsed since written notice of the Village Board's approval of this amendment was mailed to the Department of Natural Resources. During that 30-day period, the Department of Natural Resources may notify the Village Board that it will adopt a superseding shoreland ordinance for the Village pursuant to Wis. Stats. §62.231. If the Department does so notify the Village Board, the effect of this amendment shall be stayed until the Section 62.231 adoption procedure is completed or otherwise terminated.

Sec. 66.1708 Protest

In the event of a protest against a district change duly signed and acknowledged by the owners of 20 percent or more, either of the areas of the land included in such proposed change, or by the owners of 20 percent or more of the land immediately adjacent extending 100 feet there from, or by the owners of 20 percent or more of the land directly opposite thereto extending 100 feet from the street frontage of such opposite land, such changes or amendments shall not become effective except by the favorable vote of three-fourths (3/4) of the Village Board membership of the proposed change.

Sec. 66.1709 Map and Text Amendments

This section contains a chronological listing of changes and/or amendments that were made to the Village's Zoning District Map, the Official Map or the text of the Zoning Code as the result of the passing and adoption of the stated ordinances. It also contains a chronological listing of all Conditional Use Permits granted.

July 13, 2004: Ordinance 102 changed the composition of the Plan Commission to five members - superseded by later revisions.

November 9, 2004: Ordinance 102 adopted the revised Zoning Code as a major update.

May 10, 2005: Ordinance 111 changed the composition of the Plan Commission back to seven members. Sec. 66.1500(a).

October 25, 2005: Ordinance 112 added pier permit and dock construction standards – Sec. 66.1020.

April 18, 2006: Ordinance 116 changed the zoning on three parcels of land from R-1 to R-2.

April 18, 2006: Ordinance 117 amended Secs. 66.0323(a)(25, 66.0323(a)(38), 66.0322(a)(37), 66.0501(b)(5), 66.0501(a)(4), 66.0710(b), and 66.1205.

June 13, 2006: Ordinance 120 amended Secs. 66.0307-.0310, 66.0322(e)(7), 66.0322(i)(6), 66.0404, 66.0331(a)(5), 66.0331(a)(5), 66.0342(d), 66.0403(j)(2)(d), 66.0403(j)(2)(l), 66.0406(d), 66.0706(b), 66.1530(d), 66.1531, 66.1050(a)(14), 66.2100, 66.0716(c)(5), 66.0704(f), 66.0403(j)((1)(b)(2),and 66.0708(c).

October 10, 2006: Ord. 122 changed the zoning for a parcel on North Woods Drive from R-1 to B-1.

May 14, 2007: Ordinance 126 created Sec. 66.1035 establishing street names and repealed Sec. 66.0704(c).

June 12, 2007: Ordinance 128 amended Secs. 66.1050(a)(16(b), 66.0403(j), 66.0320(b)(3), 66.0320(a)(76), 66.0320(c)(24), and 66.0403(j)(6)(a).

July 10, 2007: Ordinance 130 amended Secs. 66.0404(g), 66.0320(c)(25) and 66.0320(g)(6).

July 10, 2007: Ordinance 131 amended the entire Sign Code – Secs. 66.0701 - 66.0718.

December 11, 2007: Ordinance 134 amended Secs. 66.1050, 66.0702, 66.1530 and 66.0501 regarding propane tanks and fire hydrant placement.

February 12, 2008: Ordinance 137 amended the R-4 and development agreement standards - Secs. 66.0310(e)(2), 66.0310(g), 66.0314, 66.1510.1, and 66.1510.

August 12, 2008: Ordinance 141 amended Chapter 66 of the Municipal Code regarding architectural standards – Sec. 66.0310(g)(5).

August 12, 2008: Ordinance 143 amended Sec. 66.0302(b)(8) regarding business activities during festivals.

August 12, 2008: Ordinance 144 amended Sec. 66.0501(a)(7) - Utility Service To Accessory Buildings.

November 4, 2008: Ordinance 146 amended Secs. 66.0501(b) and 66.0710 regarding accessory building setbacks and sandwich board special event signage.

May 04, 2009: Ordinance 150 amended Sec. 66.0331(a)(b) regarding farm markets, garden plots and the definition of farm market.

July 14, 2009: Ordinance 154 amended Sec. 66.0704 - Adjustments To Required Parking – Sec. 66.0404, Parking Requirements – Sec. 66.0403, Fire and Explosive Hazards and Fireworks Regulations – Sec. 66.0803 and rezoned the former Helms Four Seasons Resort property to P-1.

July 14, 2009: Ordinance 154 rezoned the former Helms Four Season resort property to P-1.

December 8, 2009: Ordinance 157 amended Sec. 66.0404 - Parking Exemptions.

December 8, 2009: Ordinance 158 amended Sec. 66.0323 - B-3 Professional Offices.

December 8, 2009: Ordinance 159 amended Chapter 66 of the Municipal Code regarding open space.

December 8, 2009: Ordinance 160 amended the building height requirements delineated in Sec. 66.0322 - B-2 District Regulations and Sec. 66.0323 - B-3 District Regulations.

December 8, 2009: Ordinance 161 amended Secs. 66.0322 and 66.00323 regarding building side setbacks in the B-2 and B-3 Districts.

December 8, 2009: Ordinance 164 amended Sec. 66.1530 regarding Zoning Permits and Grading Plan approval.

December 8, 2009: Ordinance 165 amended Sec. 66.0320 regarding housing in the B-1 District.

December 8, 2009: Ordinance 166 amended Sec. 66.0323 regarding Gas Stations in the B-3 District.

January 12, 2010: Ordinance 162 amended Sec. 66.1055 - Architectural Review Criteria.

March 09, 2010: Ordinance 163 amended Sec. 66.1025 regarding the impact on housing stock by commercial projects and established Sec. 66.1030 creating incentives for workforce housing for R-2 District projects.

April 13, 2010: Ordinance 168 amended the Zoning Map to permit a B-1 conditional use for the parcel located at 10578 Applewood Road.

April 13, 2010: Ordinance 169 established a zoning permit moratorium on certain types of restaurants.

July 13, 2010: Ordinance 170 amended Sec. 66.0313 in such fashion that the keeping of certain non-domestic animals in the R-3 District is permitted.

July 13, 2010: Ordinance 171 amended Secs. 66.0900 – 66.0922 and recreated the entire section of the Code that pertains to non-conforming uses and structures.

August 10, 2010: Ordinance 172 amended Sec. 66.350 as well as multiple other sections of the Zoning Code to create a Restaurant Overlay District - RO-1.

August 10, 2010: Ordinance 173 amended Sec. 66.1535 and recreated the entire section on conditional uses.

August 10, 2010: Ordinance 174 amended Sec. 66.0706 and allowed ground signs in the B-3 District to be closer to the curb.

September 14, 2010: Ordinance 176 amended Sec. 66.0345(d)(1) - Wellhead Protection Overlay Districts.

October 12, 2010: Ordinance 178 amended the Zoning Map for the Village of Sister Bay in such fashion that it shows that the parcel Located at 10674 North Bay Shore Drive contains wetland areas that will be zoned W-1.

December 14, 2010: Ordinance 180 amended Sec. 66.0710(c) - Sandwich Boards and Sec. 66.0705(c) - Home Occupation Signs.

December 14, 2010: Ordinance 181 approved the Frisoni Door County Ice Cream Factory C.U. Permit.

December 14, 2010: Ordinance 182 amended the Zoning Map for the Village of Sister Bay for the Parcel located at 10674 North Bay Shore Drive to Include certain wetlands areas that will be zoned W-1.

April 12, 2011: Ordinance 185 amended Sec. 700 - Sign Regulations, and repealed Sec. 58.4 of the Municipal Code.

June 14, 2011: Ordinance 186 amended Sec. 66.0322(i)(11) regarding special standards for garages in the B-2 District.

July 12, 2011: Ordinance 187 amended Secs. 66.0320 through 66.0323 - Permitted Accessory and Conditional Uses in the B-1, B-2 and B-3 Districts, and Sec. 66.0315(c) - CS-1 Countryside District Conditional Uses For Hotels and Motels.

September 13, 20110: Ordinance 191 amended the Zoning Map for a parcel located at 2399 Maple Drive and granted a conditional use permit for a garage — Hubertz.

March 13, 2012: Ordinance 192 amended the Zoning Map for certain parcels located on Fieldcrest Road to show that certain wetlands areas will be zoned W-1 — Schuyler.

May 8, 2012: Ordinance 193 created Sec. 66.0711(c) establishing standards for additional shopping center identification signs.

September 9, 2012: Ordinance 200 amended Sec. 66.0330(f) - Setbacks for the Institutional I-1 District.

September 9, 2012: Ordinance 201 amended Sec. 66.0405(h) in such fashion that the time period for the Downtown Business District B-3 parking exemption was extended.

September 9, 2012: Ordinance 202 amended Secs. 66.0405 and 66.0406 - Highway Access and Other Parking Restrictions.

September 9, 2012: Ordinance 203 amended certain requirements for the Multifamily - R-2 District.

September 9, 2012: Ordinance 204 amended several sections of the Zoning Code, which was renumbered.

October 09, 2012: Ordinance 205 changed the zoning for the parcel located at 10547 Koessl Lane from I-1 to B-1.

October 09, 2012: Ordinance 206 amended Sec. 66.0911 that removes the 50% valuation requirement.

October 09, 2012: Ordinance 207 amended Sec. 66.0501 - Accessory Uses and the accessory use requirements contained in the following sections of the Zoning Code: 66.0310(f), 66.0311(f), 66.0312(f), 66.0313(f), 66.0314(f), 66.0315(f), 66.0320(f), 66.0330(f), and 66.0331(f).

October 09, 2012: Ordinance 208 amended Sec. 66.0506 - Outdoor Displays.

May 14, 2013: Ordinance 210 amended the Official Map for the area bounded by Maple Drive, Highway 57, Flint Ridge Road and Woodcrest Road.

May 14, 2013: Ordinance 211 recreated Sec. 66.0310 - Residential Second Dwelling Overlay District.

May 14, 2013: Ordinance 212 amended the Zoning Map as it relates to a parcel located at 10621 N. Highland Road and grants a Conditional Use Permit for an outdoor recreation facility and a fast food restaurant.

August 13, 2013: Ordinance 215 amended the Zoning Map in such fashion that it shows that the zoning for Parcel No. 181-42-30001 located at 10604 STH 57, and Parcel Nos. 181-42-30008, 181-42-30006A and 181-42-30005 is R-2 Multifamily.

August 13, 2013: Ordinance 216 amended the Zoning Map in such fashion that it shows that the zoning for Parcel No. 181-00-05312833D located at 10625 N. Highland Road is R-2 Multifamily.

August 13, 2013: Ordinance 217 repealed and recreated Secs. 66.0322 and 66.0323 in such fashion that hotel condominiums are considered permitted uses in The B-2 Downtown Business Transition District and The B-3 Downtown Business Transition District.

On October 8, 2013 The Naming/Identification Process For Ordinances Was Changed. Therefore, The Ordinances Mentioned In This Section of the Zoning Code Will Be Listed in a Number/6 Digit Date Format. [For Example: 200-010115 stands for "Ordinance 200, Adopted on January 1, 2015".]

218-100813 amended the Official Map as it relates to the area west of Fieldcrest Road and north of Country Lane.

221-021114 amended the portion of the Official Map for the Village of Sister Bay that relates to the area east of Orchard Dr. and North of Flint Ridge Rd.

225-041414 amended and recreated Sec. 66.0722 - Other On/Off Premise Signs with Permit, and created a "Sunset" Clause with respect to the Bay Shore Drive Project.

230-082614 amended the Official Map - Officially Mapped Streets.

231-091614 amended Sec. 66.0501(e)(2)(h).

232-091614 amended Sec. 66.0505 - Wind Energy Towers.

233-111814 amended Sec. 66.0323 - Calculations in the B-3 Zoning District.

234-122914 amended Sec. 66.0711 - Shopping Center Signage.

235a-122914 amended Sec. 66.0808 – Noise/Performance Standards.

235-022415 amended the Zoning Map for Parcel No. 181-00-05312833D Located at 10625 N. Highland Road.

241-111715 Amended Sec. 66.0501(b)(3)(e) - Accessory Buildings in Front Yard Setback Area and Sec. 66.0311(c)(1) - Conditional Uses in the R-1 Zoning District.

244-100416 Amended Sec. 66.0700 - "Sign Regulations".

245-111616 Adopted a Planned Unit Development (PUD) for the Sister Bay Market Place Property.

246-122716: changed the zoning from B-1 to R-3 for a portion of Parcel 1810008312833F that is owned by Ron and Barb Sense at 2454 Flint Ridge Rd. (CSM approved by the passing and adoption of Res. 341-122716 - No parcel number was issued at the time of this writing.)

December 12, 2017: Ordinance No. 250-121217 repealed Sec. 66.0310(e).

December 12, 2017: Ordinance No. 251-121217 amended Secs. 66.0313(c), 66.0315(c), and 66.0320(c) in such fashion that assembly halls are allowed as a conditional use on Parcel Nos. 181-00-08312832B, 181-00-08312832A2, 181-00-08312832C, and 181-00-08312832D1 in the R-3 District, and the entire CS-1 and B-1 Districts.

April 17, 2018: Ordinance No. 258-041718 amended Secs. 66.0320(a)(27), 66.0322(a)(17), 66.0323(a)(21), 66.2100, 66.0322(h)(1) and 66.0323(h)(1), and deleted Secs. 66.0322(h)(2) and 66.0323(h)(2).

April 17, 2018: Ordinance No. 259-041718 amended Sec. 66.0313(c)(1) in such fashion that assembly halls are allowed as a conditional use in the entire R-3 Zoning District.

August 21, 2018: Ordinance No. 260-082118 amended Sec. 66.2100 in such fashion that a definition is provided for the term "Assembly Hall", and amended Sec. 66.0711(g)(2) in such fashion that it states that the bottom of projecting signs installed over sidewalks which are cleared of snow by the Village must have a minimum clearance of 92".

February 19, 2019: Ordinance No. 263-021919 amended Sec. 66.0320(a) in such fashion that (37) states that light industrial food preparation, manufacturing, processing and assembly, packaging, storage and distribution are permitted uses in the B-1 District, and provided definitions for the terms "Brewing", "Commercial Kitchen", "Food", "Light Industrial Food Preparation, Manufacturing, Processing and Assembly, Packaging, Storage and Distribution" and "Duplex".

June 18, 2019: Ordinance No. 265-061819 amended Sec. 66.0313(c)(1) in such fashion that it states that Assembly Halls are no longer allowed as a conditional use in the R-3 District.

August 20, 2019: Ordinance No. 267-082019 amended Sec. 66.1530(m) in such fashion that it states that the Village Engineer shall determine the size and length of any required culverts, but, in no case shall a culvert be less than 18" in diameter and less than 15 feet longer than the width of the driveway on which it is installed.

November 19, 2019: Ordinance No. 269-111919 changed the zoning designation for a portion of Parcel No. 181-00-08312834B, which has been assigned an address of 10315 Orchard Drive, from CS-1 to R-3. (The related CSM is the subject of Resolution No. 409-111919.)

January 28, 2020: Ordinance No. 271-012820 amended several provisions of the Village's Sign Code – Section 66.0700.

November 9, 2021: Ordinance No. 288-110921 amended several sections of the Zoning Code; more particularly:
Sec. 66.0300 – General Zoning Standards;
Sec. 66.0311 – R-1 Regulations;
Sec. 66.0312 - R-2 Regulations;
Sec. 66.0313 – R3 Regulations;
Sec. 66.0314 – R-4 Regulations;
Sec. 66.0315 – CS-1 Regulations;
Sec. 66.0320 – B-1 Regulations;
Sec. 66.0322 – B-2 Regulations;
Sec. 66.0323 – B-3 Regulations;

Sec. 66.2001 – Zoning Code Definitions, and deleted Sec. 66.0310 - 2nd Dwelling Unit Overlay District, in its entirety.

October 18, 2022: Ordinance No. 302 amended Sec. 66.0331(d) in such fashion that it states that if a public historic site contains more than one principal building, the footprint of all buildings, parking, driveways and sidewalks on that site may not exceed 25% of the lot area, and the remaining land must be left as open space

December 22, 2022: Ordinance No. 308 amended Sec. 66.0302(d)(8) – Use Restrictions, in such fashion that it states that a property owner may allow camping on their land for up to 72 hours in a calendar year as long as bathroom facilities are available on the premise, but imposed the condition that the camping unit must be removed from the property after each camping stay. Definitions were also added for the terms "Bathroom Facilities" and Living Quarters", duplexes were listed as a permitted use in the R-2 District, and language was added which states that any public improvements on private land that are installed after December 22, 2022 and have been approved by the Village Board will not deem that land to be "non-conforming" in size as the result of the addition of the public improvements; nor shall any publicly installed impervious surface be counted toward the impervious surface or open space limitations for that property.

December 22, 2022: Ordinance No. 309, amended Sec. 66.0331 in such fashion that the list of conditional uses in the P-1 - Park District was significantly reduced.

December 22, 2022: Ordinance No. 310 addressed noise associated with telecommunication sites and created Sec. 66.0810 – Outdoor Entertainment Facilities. That section of the Zoning Code states that from this point forward outdoor entertainment facilities will be considered Conditional Uses in the B-1, B-3 and P-1 Districts, and it also establishes standards and conditions for outdoor entertainment facilities that will automatically be imposed if and when a Conditional Use Permit is granted for such a use.

On April 18, 2023 The Naming/Identification Mechanism For Village Ordinances Was Changed Again. Therefore, From this Point Forward All Ordinances Mentioned In This Section of the Zoning Code Will Be Listed in a Year of Adoption/Three Digit Number Format. (For Example: 2023-002 stands for Ordinance No. 2 that was passed and adopted in 2023.)

April 18, 2023 – Ordinance No. 2023 - 002 authorized the deletion of the existing definitions for the terms "Food Truck" and "Mobile Food Establishment", provided definitions for the terms, "Mobile Food Vendor", "Mobile Food Vendor Court", "Mobile Food Vendor Permit", "Mobile Food Vendor Unit", and "Temporarily Parked", amended Sec. 66.0320(c) in such fashion that "a Mobile Food Vendor Court" is listed as a "Conditional Use" in the B-1 District, and established a series of requirements for any food vendor courts that are approved.

June 20, 2023 – Ordinance No. 2023 - 004 amended several sections of the Zoning Code in an attempt to address the land use compatibility concerns that have been identified with respect to short-term rentals, and created a number of new definitions for related terms.

September 19, 2023 – Ordinance No. 2023 – 008 amended several sections of the Zoning Code for the Village of Sister Bay with respect to sidewalk widths and locations.

December 19, 2023 – Ordinance No. 2023 - 014 amended Sec. 66.0320(e)(3) – Mobile Food Vendor Courts, as well as the definition for the term Festival Permit that appears in the General Definitions section of the Zoning Code.

March 19, 2024 – Ordinance No. 2024 - 006 amended several portions of Sec. 66.0504 – Wireless Telecommunication Sites.

March 19, 2024 – Ordinance No. 2024 – 008 amended Sec. 66.0403(10)(d)1 in such fashion that it states that garage stalls that are made available for parking at single family dwellings utilized as short-term rentals will count toward the number of parking stalls allowed on such properties.

March 19, 2024 - Ordinance No. 2024 - 009 amended Sec. 66.0406(6) in such fashion that it states that compliance with the provisions of that section shall be deemed to be removal of all hard surfaces of a non-compliant driveway from the roadbed to the R.O.W., but if a property owner wishes to retain the remainder of the non-compliant driveway, all hard surfaces must be removed within five feet of the right-of-way, and within that five feet, three trees, at least four feet in height shall be planted between the right-of-way or front lot lien and the terminus of the remaining driveway.

March 19, 2024 – Ordinance No. 2024 - 010 amended Sec. 66.0301 in such fashion that it states that a certified copy of the Village's Zoning Map shall bear upon its face the attestation of the Village President and the Village Clerk.

March 19, 2024 - Ordinance No. 2024-011 amended the Zoning Code in such fashion that it states that in any instances where specific dollar amounts for fees or forfeitures are mentioned in the Code, those dollar amounts shall be replaced with the statement that the fee that is delineated in the most recently adopted version of the Village's Fee Schedule will be imposed. Ordinance No. 2024-011 also states that any and all scrivener's errors that appear throughout the Code may be corrected.

March 25, 2025 – Ordinance No. 2025-004 amended the Zoning Code to create a B-2 Overlay District, B-3 Height Restrictions, additional tree regulations, revised water setback regulations and miscellaneous other Zoning Code amendments.

June 18, 2025 – Ordinance No. 2025-009 (numbering was in error - there are two Ord. Nos. 2025-009) assigned a permanent zoning classification of R-4 and P-1 to a 56 acre tract off Autumn Court.

June 18, 2025 – Ordinance No. 2025-010 assigned a permanent zoning classification of I-1 and P-1 to the 40 acre tract at the southeast intersection of Maple Drive and Woodcrest Road.

June 18, 2025 – Ordinance No. 2025-011 amended the district standards for the R-4 district.

November 18, 2025 – Ordinance No. 2025-013 amending the P-1 district to address marinas; CS-1 to allow agritourism; misc. sign regulations, including historical sign changes.

February 17, 2026 – Ordinance No. 2026-003 amending zoning code to make nonconforming uses and structures language consistent with state statutes, remove fire wall regulations which conflict with the state's building codes, make their family living arrangement language consistent with state statutes, create a Woodland Overlay to ensure their zoning ordinance was consisted with the adopted comprehensive plan, revise substandard lot language to increase the availability of substandard lots for development, and other miscellaneous amendments.

SECTION 1800 – PUBLIC HEARINGS

Sec. 66.1801 Public Hearings

Notice of any public hearing which the Village Board, Plan Commission, or Zoning Board of Appeals is required to hold under the terms of this chapter shall specify the date, time and place of hearing, and the matter to be presented at the hearing. Pursuant to Wis. Stats. Chapter 985, the notice may be published as a Class 1 notice or Class 2 notice, to-wit:

(1) Zoning Board of Appeals Hearings. The notice of public hearing for a variance or appeal before the Zoning Board of Appeals shall be published in a newspaper of general circulation in the Village as a Class 1 notice that is, published once at least one (1) week before the public hearing. Notice of the public hearing shall be mailed to all parties-in-interest at least ten (10) days before the hearing. Parties-in-interest shall be defined as the applicant, the clerk of any municipality whose boundaries are within 1,000 feet of any lands included in the application and the owners of all lands included in the application and all lands lying within 300 feet of lands included in the application. The failure to give any notice to any property owner shall not invalidate the action taken by one of the aforementioned bodies.

(2) Zoning Related Hearings. The notice of public hearing for a Zoning Amendment (text or map) or a Conditional Use Permit shall be published in a newspaper of general circulation in the Village as a Class 2 notice, that is, at least once each week for two (2) consecutive weeks, the last publication of which shall be at least one (1)week before the public hearing. Notice of the public hearings shall be mailed to all parties-in-interest at least ten days before the hearing. Parties-in-interest shall be defined as the applicant, the clerk of any municipality whose boundaries are within 1,000 feet of any lands included in the application and the owners of all lands included in the application and all lands lying within 300 feet of lands included in the application. The failure to give any notice to any property owner shall not invalidate the action taken by one of the aforementioned bodies.

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SECTION 2000 – GENERAL DEFINITIONS

Sec. 66.2001 General Definitions. For the purpose of this chapter, certain words or phrases shall have meanings that either vary somewhat from their customary dictionary meanings or are intended to be interpreted to have a specific meaning. Words used in the present tense in this chapter include the future. The word "person" includes a firm, association, partnership, trust, company, or corporation as well as an individual. The word "he" includes the word "she." The word "shall" is mandatory, the word "should" is advisory and the word "may" is permissive. Any words not defined in this section shall be presumed to have their customary dictionary definitions; in the absence of a definition or the absence of a definition that is consistent with land use law, words and phrases shall have the definition found in Black's Law Dictionary or as established by case law. Definitions shall be interpreted in favor of the Village.

Sec. 66.2100 Specific Words and Phrases.

Abutting

Having common border with, or being separated from such common border by an alley or easement other than publicly dedicated and approved rights-of-way.

Accessory Dwelling Unit

[See Dwelling, Accessory]

Accessory Structure

[See Structure, Accessory]

Accessory Use

[See Use, Accessory]

Adult Family Home

A private residence to which all of the following apply:

(1) Care and maintenance above the level of room and board but not including nursing care are provided in the private residence by the care provider whose primary domicile is this residence for 3 or 4 adults, or more adults if all of the adults are siblings, each of whom has a developmental disability, as defined in Wis. Stats. §51.01(5), or, if the residence is licensed as a foster home, care and maintenance are provided to children, the combined total of adults and children so served being no more than 4, or more adults or children if all of the adults or all of the children are siblings; and,

(2) The private residence was licensed under Wis. Stats. §48.62 as a foster home for the care of the adults specified in sub(a) at least 12 months before any of the adults attained 18 years of age.

And also includes a place where 3 or 4 adults who are not related to the operator reside and receive care, treatment or services that are above the level of room and board and that may include up to 7hours per week of nursing care per resident.

Aggrieved Person

One whose application for a permit is denied, one whose permit is revoked, and in some instances, taxpayers. An adjacent property owner is not an aggrieved person unless suffering some specific ascertainable damage or is specifically injured by the actions of a neighbor.

Agricultural Tourism Activity

An educational or recreational activity that takes place on a farm or other place where agricultural, horticultural, or silvicultural crops are grown or farm animals or farmed fish are raised, and that allows visitors to tour, explore, observe, learn about, participate in, or be entertained by an aspect of agricultural production, harvesting, or husbandry that occurs on the farm.

Agritourism
An agricultural tourism activity, the practice of which combines agriculture with tourism, where visitors go to farms, ranches, or other agricultural businesses to participate in or learn about farming activities, purchase farm products, or enjoy rural experiences. It provides an educational and entertaining experience for visitors and generates additional income for the farm owners, often supporting rural economic and sustainable development. Examples include pumpkin patches, U-pick operations, farm-to-table dinners, and hayrides.

Alley
A public right-of-way affording only secondary access to abutting properties and not intended for general traffic circulation.

Amusement Park
A commercially operated facility with various devices for entertainment, which are located primarily outdoors, including miniature golf, inflatable structures and go kart tracks.

Animals, Domestic
Shall refer to animals kept primarily in the home, such as dogs, cats, snakes, small rodents, rabbits, pigmy goats, pot-bellied pigs.

Animals, Non-Domestic
Shall include, but not be limited to horses, mules, alpacas, llamas, swine, cows, goats, donkeys, chickens, ducks and any endangered or exotic species of animal, including wild animals.

Animals, Wild
Shall include, but not be limited to monkeys, non-human primates, raccoons, skunks, fox, wolf, poisonous snakes, leopard, panther, tiger, lynx, and any warm blooded animal found normally in a wild state.

Animal Hospital
A place where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to the hospital use.

Antenna
A specific device the surface of which is used to receive or capture incoming and/or to transmit outgoing radio-frequency (RF) signals, microwave signals, or other communications energy transmitted from or to be received by other antennas, including, but not limited to the following:

(1) Directional (or "panel") antennas, designed to receive and/or transmit signals in a directional pattern which is less than 360 degrees, typically an arc of approximately 120 degrees;
(2) Parabolic (or "dish") antennas, generally bowl-shaped devices that are designed to receive and/or transmit signals in an approximate specific direction;
    (a) Microwave parabolic antennas are designed to transmit and/or receive microwave signals to or from other microwave parabolic antennas;
    (b) Satellite parabolic antennas are designed to transmit and/or receive audio and/or video or data signals from satellites orbiting the earth;
    (c) Other devices designed for the reception and/or transmission of radio-frequency (RF) signals or other communication technologies.

Antenna, Earth Station Dish
A dish-shaped antenna designed to receive television and internet broadcasts. *[Also see Sec. 66.0503]*

Antenna, Terrestrial
Any antenna designed to receive television and radio signals relayed from one ground location to another ground location. Such antennas are typically mounted on a tower or support on the rooftop of a structure, or on freestanding towers.

Aquifer
A geologic formation, group of formations, or part of a formation that contains sufficient saturated, permeable material to yield significant quantities of water to wells and springs.

Art
The conscious use of skill, taste and creative imagination in the production of objects whose primary or sole value is intended to be aesthetic. Art is distinct from other forms of production by its application of personal, un-analyzable creative power, not merely expertness in workmanship.

Art Gallery
An institution or business exhibiting or selling works of art.

Art Studio
An establishment engaged in the sale or exhibit of art works such as paintings, sculpture, macramé, knitted goods, stitchery or pottery. Art studios are also engaged in the creations of such art works and often offer instruction in their creation.

Arterial Highway
A public street or highway used or intended to be used primarily for fast or heavy through traffic. Arterial streets and highways include freeways and expressways, state trunk and county trunk highways, and other heavily traveled streets.

Assembly Hall
A facility designed and/or operated for the gathering of fifty (50) or more people for private or commercial functions. For example, an event conducted for the purpose of hosting a party, banquet, wedding, reception or other social event.

Attainable Housing
Attainable housing shall be defined as housing for individuals actively working within the boundaries of the Gibraltar School District, who meet the incomes levels for individuals and families, which do not exceed the average median earned income level for Door County.

Audio/Video Production
An activity, not in conjunction with adult-oriented facilities, involving the production, including scripting, recording, editing and postproduction of audio and visual taped media for educational, entertainment or promotional purposes.

Automotive Body Repair
Activities involving the repair, painting or undercoating of the body or frame of vehicles with a gross vehicle weight of 10,000 pounds or less. Body and frame repair does not include mechanical engine or power train repair.

Automotive Mechanical Repair
Activities involving the maintenance, servicing or repair of automotive engines, power train, suspension and exhaust system on vehicles with a gross vehicle weight of 10,000 pounds or less. Mechanical repair does not include body and frame repair, painting or undercoating.

Automotive Sales and Service
Any building, land area, or other premises for the display and sale of new or used automobiles, pickup trucks or vans, lawn and garden implements, trailers, boats, or other recreational vehicles and including any warranty repair work and other repair service conducted as an accessory use.

Awning
A roof-like structure of a permanent nature, which projects from the wall of a building. An awning may also be called a canopy.

Babysitting

The act of providing care and supervision for fewer than four children. This definition does not apply when the baby sitter is related to the child, or when more than four children in one household are related.

Basement
That portion of any structure, which is below grade, or which is partly below and partly above grade but so located that the vertical distance from the grade to the floor is greater than the vertical distance from the grade to the ceiling.

Bathroom Facilities
An area equipped with potable water and a flushing toilet that is connected to Village sewer or a private on-site wastewater treatment system.

Bed and Breakfast
Any place of lodging that provides four or fewer rooms for rent for more than 10 nights in a 12-month period, is the owner's personal residence, is occupied by the owner during the time of rental, and in which the only meal served to guests is breakfast.

Bedroom
A private room, 100 square feet or more in area, planned for sleeping and separable from other rooms by a door.

Benign Non-Conforming
Benign non-conformities are those that do not have a negative impact on the health and safety of the public, but may have a negative impact on public welfare.

Billboard
A sign, which exceeds the allowable sign size in this chapter, which directs attention to a business, commodity, service or entertainment, conducted, sold or offered at a location.

Boardinghouse
A place in which lodging, with or without meals, is offered for compensation to non-transient guests, that provides four or less rooms for rent, is the owner's personal residence, and is occupied by the owner during the time of rental.

Boathouse
An accessory structure, which is accessible by boats from navigable water, is designed, constructed and used solely for the purpose of protecting or the storing of boats used for noncommercial purposes in conjunction with a residence.

Brewing
Preparing the ingredients of a consumable beverage by soaking, boiling, fermenting, infusing or steeping.

Buffer Yard
An area of land containing sufficient area and width, landscape plantings, earth berms, fencing, walls, or other visual and/or sound barriers intended to eliminate or minimize land use conflicts between adjacent land uses.

Buildable Area
The area of the lot remaining after the minimum front setback, side setbacks, rear setback, and other green space requirements, such as wetlands, have been met. *[See Illustration No. 5]*

Building
Any structure having a roof supported by columns or walls used or intended to be used for the shelter or enclosure of persons, animals, equipment, machinery, vehicles or materials.

Building, Accessory

Any building except the principal building on a lot, and located on the same lot as the principal building. In the case of a house and detached garage on a lot, the accessory building is the garage.

Building, Principal
The main building or structure as distinguished from a secondary or accessory building. This includes a house in a residential district, a store in a business district, or farm buildings in an agricultural district.

Building, Temporary
Any building not designed to be permanently located in the place where it is currently located, or where it is intended to be located.

Building Footprint
The ground area covered by and including the exterior dimensions of a building, including enclosed porches, attached garages and carports.

Building Height
The vertical distance above the finished lot grade along the foundation of a building to the highest exterior point of the roof. In measuring building height, average measurements along a foundation or along the finished lot grade are not allowed; rather, no point of the building shall exceed the allowed height, unless exempted in this chapter, regardless of where measured along finished lot grade.

Building Separation
The narrowest distance between two buildings.

Building Setback Line
A line within a lot or parcel of land that has been designated, pursuant to Village Zoning Code requirements, on a plat of a proposed development, within which, the erection of an enclosed structure or any portion thereof is prohibited.

Bulletin Board
[See Sign, Bulletin]

Business Site
A tract consisting of one or more contiguous lots or parts of lots which are used for inter-dependent ingress and egress of vehicles and containing one or more off-street loading or parking facilities; or any business site having five or more parking stalls.

Camping
The placement of a temporary shelter used as, or designed to be used for sleeping purposes. Examples of shelters used for camping include tents, trailers, motor homes, recreational vehicles, and tarpaulins.

Camping Unit
Any single shelter, except sleeping bags, bedrolls and hammocks, used for camping.

Candela
A measure of light intensity. A candela is equal to 1/60 of the luminous intensity per square centimeter of a blackbody radiating at the temperature of solidification of platinum (2,046° K.) By comparison, a "foot-candle" is the illumination of a surface one-foot distant from a source of one candela, or one lumen per foot.

Canopy
An ornamental cloth or similar material covering hung or held up over something, especially a window or door.

Car or Truck Wash
Any facility used for the washing of vehicles requiring the installation of special equipment.

Channel

Those flood lands normally occupied by a stream, lakebed, or other body of water under average annual high-water flow conditions while confined within generally well-established banks.

Clearing
The act of removing trees or brush from any part of a wooded lot for the purpose of building development or the creation of non-wooded areas.

Colocation
Locating wireless communication facilities from more than one provider on a single site.

Commercial
A land use whereby the owner or renter is engaged in the onsite sale of goods or services which does not include lodging.

Commercial Center
A shopping center designed with a courtyard or other common area utilized by patrons, and sidewalks or pathways, connecting multi-tenant, multi-building commercial and retail development under common ownership or management and located in the B-1 zoning district. A shopping center, or strip mall type development, that does not have a common area for patrons, or under common ownership or common management, is not a commercial center. (An example of a commercial center is the Country Walk Shops.)

Commercial Kitchen
An establishment where space is utilized to process food grown or produced primarily for the purposes of selling or distributing off-site.

Commercial Vehicle Sales and Service
Any building, land area, or other premises for the display and sale of large trucks and equipment, typically used in commercial operations, and including any warranty repair work and other repair service conducted as an accessory use. For the purpose of this chapter, commercial trucks are trucks with a gross vehicle weight in excess of 10,000 pounds.

Community and Other Living Arrangements
The location of a community living arrangement for adults as defined in Wis. Stats. §46.03(22); a community living arrangement for children, as defined in §48.743(1); a foster home, as defined in in §48.02(6); or an adult family home, as defined in §50.01(1), or their successor statutes.

Community Based Residential Facility (CBRF)
As defined in Wis. Stats. §50.01 or its successor statute as a place where 5 or more unrelated adults who are not related to the operator or administrator who do not require care above intermediate level nursing care reside and receive care, treatment or services that are above the level of room and board but that include no more than 3 hours of nursing care per week per resident.

Community Living Arrangement for Adults
A community-based residential facility as defined in Wis. Stats. §50.01(g) or its successor statute.

Community Living Arrangement for Children
As defined by Wis. Stats. §48.743(1) or its successor statute, a residential care center for children and youth or a group home

Community Water System
A public water system that serves at least fifteen service connections used by year-round residents or regularly serves at least twenty-five year round residents.

Conditional Use
[See Use, Conditional]

Condominium, Residential
A condominium ownership property consisting of multiple single family dwelling units, whether within one building or multiple buildings.

Cone of Depression
A depression in the water table that occurs when a pumping well withdraws water as a rate faster than the aquifer can supply water to the well.

Convenience Store
A retail establishment of less than 3,000 square feet in area where food products and related household products are sold.

Corner Lot
[See Lot, Corner]

Covenant
A contract or other written agreement between two parties, which constitutes a restriction on a particular parcel of land.

Craft Fair
A temporary event where hand-made goods are available for sale.

Curb Elevation
The elevation of the established curb in front of a building or structure generally used as a reference point in establishing yard grades. Where curb has not been installed, the mean centerline elevation of the street in front of the building or structure shall be used as the reference point.

Cutting/Planting Plan
A plan for the removal of vegetation including any proposed replanting of vegetation.

Day Care Center/Child Care Center
[See Family Day Care Home]
An establishment providing care and supervision for four or more persons under the age of seven and licensed by the State of Wisconsin pursuant to Wis. Stats. §48.65.

Deck
An unenclosed, unroofed exterior platform structure, with or without railings, which is elevated above preconstruction grade, is typically of wood construction, either attached to a building or freestanding. A deck shall be considered a structure not building.

Deed Restriction
Conditions placed on the deed to a property that establish specific conditions or limitations to an approved use.

Density
A number expressing the relationship of the number of dwelling units to land area.

Detrimental Non-conformities
Are those that have a negative impact on the health and safety of the public. Detrimental non-conformities have the potential for harm.

Development
Any man-made change to improved or unimproved real estate, including but not limited to construction of or addition or substantial improvements to buildings, other structures, or accessory uses, dredging, filling, grading, paving, excavation or drilling operations, or disposition of materials.

Development Project
Any residential or commercial development plan submitted to the Village for approval.

Development Regulations
The regulations within this chapter that apply to elements including setback, height, lot coverage, and side yard.

Diffuse
To spread or scatter widely, or thinly.

Direct Illumination
Illumination resulting from light emitted directly from a lamp or luminaire, not light diffused through translucent signs/internally illuminated signage or reflected from other surfaces such as the ground or building facades.

Display Lot or Area
To qualify as a display lot, one of the following specific uses must occur: Automobile sales, boat sales, tractor sales, building supply sales, gardening or nursery sales. Uses not on this list must be approved as display lot uses by the Plan Commission.

District, Basic
A part or parts of the Village for which the regulations of this chapter governing the use and location of land and buildings are uniform (such as the residential and business district classifications).

District, Overlay
Overlay districts provide for the possibility of superimposing certain additional requirements upon a basic zoning district.

Driveway
An access point connecting the area used for vehicular travel on a parcel that leads to a public or private street right-of-way, and the surface area occupied by that vehicular travel.

Dryland Access
A vehicular access route which is above the regional flood elevation and which connects land located in the floodplain to land, which is outside the floodplain, such as a road with its surface above the regional flood elevation and wide enough to accommodate wheeled vehicles.

Dune
A mound, hill or ridge of sand piled by wind.

Dwelling
A building designed or used exclusively as a residence or sleeping place, but does not include boarding or lodging houses, motels, hotels, tents, cabins, or travel trailers.

Dwelling, Accessory
A second dwelling unit contained within a single family dwelling or within a detached building located on the same lot as a single-family dwelling. This definition includes accessory buildings constructed in connection with a private garage or a private garage converted into a dwelling unit.

Dwelling, Bi-Level
A two-level dwelling with one level above grade, and the other level partially above grade and partially below grade. The lowest level may or may not have exterior access. For the purpose of measuring living area, the Zoning Administrator will determine functional areas as set forth in the definition of “living area” and the first floor area will be considered the first level that is entirely above grade.

Dwelling, Detached
A dwelling, which is entirely surrounded by green space on the same lot.

Dwelling, Multiple-Family

A residential building designed for and occupied by three or more families, with the number of families in a residence not to exceed the number of dwelling units provided. Also referred to as an "apartment building". Units in a multiple family dwelling are intended to be rented on a long-term basis and are not considered transient lodging units or short-term rental units, and cannot be used as such.

Dwelling, Single-Family
A building designed for and occupied exclusively by one family.

Dwelling, Tri-Level
A three-level dwelling with two levels above grade, and a third level partially above grade and partially below grade. The lowest level may or may not have exterior access. For the purpose of measuring living area, the Zoning Administrator will determine functional areas as set forth in the definition of "living area" and the first floor area will be considered the first level that is entirely above grade.

Dwelling, Two-Family
A building, also called a "duplex", containing two separate dwelling units with a common wall. Each of the units is designed for occupancy by not more than one family, and they have separate entrances, sanitary sewer and water connections, as well as kitchen facilities.

Dwelling Unit
A group of rooms including at least a kitchen, sanitary facilities, and a bedroom; and providing living quarters for not more than one family.

Dwelling Unit, Efficiency
A dwelling unit consisting of not more than one habitable room together with kitchen and sanitary facilities.

Election Campaign Period
In the case of an election for office, the period beginning on the first day of circulation of nomination papers by candidates or the first day that candidates would circulate nomination papers were papers to be required, and ending the day of the election. In the case of a referendum, the period beginning on the day on which the question to be voted upon is submitted to the electorate and ending on the day on which the referendum is held.

Enclosed Structure
A structure consisting of a solid roof, a permanent foundation, a floor and solid walls extending from the floor to the roof. Solid doors, windows or other glazing are allowed in the walls. Open breezeways or screen walls do not qualify as enclosed structures.

Environmental Contractor
Offices, laboratories and support facilities for the testing or evaluation of soil, air or water, not including any on-site storage or remediation of materials.

Environmental Control Facility
Any facility, temporary or permanent, which is reasonably expected to abate, reduce or aid in the prevention, measurement, control or monitoring of noise, air or water pollutants, solid waste or thermal pollution, radiation or other pollutants, including facilities installed principally to supplement or to replace existing property or equipment not meeting or allegedly not meeting acceptable pollution control standards or which are to be supplemented or replaced by other pollution control facilities.

Essential Services
Medical services and medical clinics and facilities, and services provided by police officers and firefighters as well as their respective stations and public and private utilities that are necessary for the exercise of a principal use or service of a principal structure are considered essential services. These services include underground, surface or overhead facilities such as gas, electrical, steam, water, sanitary sewerage, storm water drainage, and communication systems and accessories thereto,

including poles, towers, wires, mains, drains, vaults, culverts, laterals, sewers, pipes, detention basins, drainage channels, catch basins, water storage tanks, conduits, cables, fire alarm boxes, police call boxes, traffic signals, pumps, lift stations, and hydrants, but not the buildings that house any of that equipment.

Facility
A building or buildings, appurtenant structures, and surrounding land used by a single business, private entity, or governmental unit or sub-unit at a single location or site.

Family
A group of persons who are related by blood, marriage, or adoption, or who have officially been placed in foster care with such persons, or not more than four unrelated persons who live together in one dwelling unit as a single housekeeping entity.

Family Day Care Home
A dwelling licensed as a day care center by the State of Wisconsin pursuant to Wis. Stats. §48.65, where care is provided for four (4) or more children under the age of 7 years for less than 24 hours per day. All structures shall be located a minimum of 100 feet from any residentially zoned property.

Farm
A parcel of land used for agricultural activities including, but not limited to, the raising and harvesting of field crops; the raising of livestock; and the raising and harvesting of trees, orchards, or vineyards.

Farmers' or Growers' Market
A public market place where fresh foods are sold by the residents of Door County who have grown, gathered, raised or produced them. Markets where crafts and other items are sold can be eligible as farmers' markets, as long as the total number of craft vendors does not exceed the total number of farmers.

Fence
An artificially constructed barrier of any material or combination of materials erected to enclose, decorate, or screen areas of land. A fence shall also be defined to include rock walls and plantings of bushes or trees.

Fence, Ornamental
A fence intended to decorate, accent, or frame a feature of the landscape. Ornamental fences are often used to identify a lot corner or lot line; or frame a driveway, walkway or planting bed. Ornamental fences are often of the rail, or wrought iron type. A chain link fence is not considered an ornamental fence.

Fence, Residential
A fence intended to identify residential property lines, provide for privacy, and/or to protect members of a household, especially children. A residential fence may also secure a private swimming pool against unauthorized entry. Residential fences are usually four to six feet in height. Residential fences are often of the picket, rail, stockade, board-on-board, board and batten, basket weave, or louvered type, and do not include chain link fences.

Fence, Security
A fence intended to guard property against unauthorized entry, and to protect stored goods and products from theft and other unauthorized handling. Security fences usually exceed six feet in height, are often made of wrought iron or chain link, and may incorporate additional security features such as barbed wire.

Festival Permit
A permit issued by the Village Clerk to persons who wish to engage in the temporary sale of goods from a truck, trailer, table or tent during the Historical Society's ChristkindlMarkt, Village-sanctioned

festivals and events, and all festivals and events that are sponsored by the Sister Bay Advancement Association that have been approved by the Parks, Properties & Streets Committee and/or the Village Board, but not Fall Fest. Any and all permits for Fall Fest must be obtained directly from the Sister Bay Advancement Association.

Finished Lot Grade
The elevation or elevations of the surface of the ground after completion of final grading. When determining finished lot grade adjacent to a building, finished lot grade is the elevation of the ground adjoining the building or structure.

Five-Year Time of Travel (TOT)
The five-year time of travel is the recharge area up gradient of the cone of depression, the outer boundary of which it is determined or estimated that groundwater and potential contaminants will take five years to reach a pumping well.

Flag Lot
A lot, situated generally behind a lot or lots fronting on the street or road, with its widest point set back from the road, and having a relatively thin, long strip of land connected to the road to provide legal access and frontage.

Flea Market
Any premises where the principal use is the sale of new or used household goods, personal effects, tools, art work, small household appliances, and similar merchandise, equipment or objects, in small quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser. Flea markets may be conducted within a structure or in the open air. Rummage sales and garage sales are not considered flea markets.

Flood Lamp
A specific lamp form designed to direct its output in a specific direction (a beam) but with a diffusing glass envelope. Such lamps are so designated by the manufacturers and are typically used in residential outdoor area lighting.

Floor
A floor (synonymous with a story) in a multi-story building is defined as a horizontal open space that is capable of being occupied and is divided from other such spaces within the building by horizontal plates. The floor count shall be defined by determining the highest and lowest above ground floors and counting all stories from one to the other. Each floor level must be at least seven feet in height. Floor levels may be classified as above ground or below ground. An above ground floor is a level whose ceiling is at least seven feet above the ground. If a building is set on sloping ground, then the first level flush with or higher than the lowest immediately, surrounding ground level shall be considered the first above ground floor. Floors, which are above the soil line, but below an elevated street, which passes or approaches the main entrance, shall be considered underground; likewise floors which open to the outside only through a sunken plaza shall be considered below ground. If the floor levels within a building do not match at all points, then aside from counting all legitimately independent mezzanines, only one vertical set of levels shall count in determining the floor count. In this case, the set, which yields the highest number, shall be used.

Floor Area, Gross
The sum of the gross horizontal areas of the floors of a building measured from the exterior face of exterior walls, or from the centerline of a wall separating two buildings, but not including interior parking spaces, loading space for motor vehicles, attics, unfinished basement rooms, garages, breezeways and unenclosed porches or terraces or any space where the floor-to-ceiling height is less than 6 feet.

Floor Area, Net

The total of all floors areas of a building, excluding stairwells and elevator shafts, equipment rooms, interior vehicular parking or loading space; and all floors below the first or ground floor, except when used or intended to be used for human habitation or service to the public. Very often, for ease of administration, net floor area is expressed as gross floor area minus a certain percentage. Empirically, stairwells, elevator shafts, equipment rooms and utility rooms generally average out to about 15 percent of the gross floor area.

Floor Area, Ratio
The gross floor area of all buildings on the lot divided by the lot area. This is often expressed as a percentage of the lot. Floor area ratio differs from lot coverage in that the floor area of all floors of each building is used in making the calculation.

Food
Any and all edible substances, including drink, condiments or confections, whether simple, mid or compound.

Foot-Candle (fc)
A unit of illuminance equal to 1 lumen/ft², the illumination of a surface one-foot distant from a point source having a uniform luminous intensity of 1 candela (cd). One- (1) foot-candle equals approximately 0.1 (0.093) lux (metric). Full Cutoff Luminaire: A luminaire light distribution where no light is emitted above the horizontal, and where the intensity at 80 degrees from nadir is no greater than 100 candelas per 1000 lamp lumens.

Formula Business
A principal use or accessory use, that is one of a chain or group of three or more establishments, and which satisfies at least two of the following descriptions:
(1) It has the same or similar name, brand, trade name, or trademark as others in the chain or group;
(2) It has any of the following characteristics in a style which is distinctive to and standardized among the chain or group:
    (a) Exterior design or architecture;
    (b) Interior design and layout;
    (c) Uniforms, except that a personal identification or simple logo will not render the clothing a uniform; and,
    (d) Standardized product offerings.

Foster Home
Any facility operated by a person required to be licensed by Wis. Stats. §48.62, or its successor statute, that provides care and maintenance for no more than four children or, if necessary to enable a sibling group to remain together, for no more than 6 children or, if the state rules permits a different number of children.

Freeboard
A flood protection elevation requirement designed as a safety factor, which is usually expressed in terms of a specified number of feet above a calculated flood level. Freeboard compensates for the effects of any factors that contribute to flood heights greater than those calculated. These factors include, but are not limited to, ice jams, debris accumulation, wave action, obstruction of bridge openings and floodways, the effects of urbanization on the hydrology of a watershed, loss of flood storage areas due to development and aggregation of the river or stream bed. *[See Illustration No. 7]*

Front Setback
[See Setback, Front]

Front Yard
[See Yard, Front]

Frontage
The dimension of a lot abutting a public street measured along the street right-of-way line. For lots abutting a lake or stream, the dimension measured along the shoreline.

Fully Shielded Luminaires
Outdoor luminaire utilizing flat, clear lenses with no re-factorizing elements and which operates in a horizontal position with nonadjustable mounting hardware or brackets. Light is distributed by means of an internal reflector. The light source is totally concealed by the luminaire housing when the observation position is at an angle less than fifteen degrees (15º) above horizontal. Light is not permitted at an angle less than four degrees (4º) above horizontal.

Garage, Attached
A garage that is connected to the principal structure by a doorway leading directly into the interior of the principal structure. The connection must have walls and a roof and shall not be exposed to the outdoors. A covered breezeway is not a permitted connection. *(Amended Ordinance 120-061306)*

Garage, Private
A structure primarily intended for and used for the enclosed storage or shelter of the private motor vehicles of the family's resident upon the premises.

Garage, Public or Commercial
A structure or portion thereof, other than a private garage, used primarily for the parking and storage of motor vehicles and available to the public. A public garage may or may not charge a fee for such use.

Garage, Repair
[See Automobile Body Repair, and, Automobile Mechanical Repair]

Garage Sale
The occasional sale of personal property conducted by one or more families. Garage sales are also known as rummage sales. Flea markets, are defined elsewhere in this section.

Gasoline Service Stations
Any building, land area, or other premises, or portion thereof, used or intended to be used for the retail dispensing and sales of vehicular fuels; and including as an accessory use the sale and installation of lubricants, tires, batteries and similar accessories. Contemporary service stations may specialize in a singular service such as providing fast oil changes. Contemporary services may also be associated with another principal use such as a convenience food store. In such instance, the facility is to comply with both the service station and food store requirements of this chapter.

Glare
A light ray emanating directly from a lamp, reflector or lens that falls directly on the observer's eye.

Grade, Established
The elevation of the finished street at the centerline or curb as fid by such authority as shall be designated by law to determine such an elevation.

Green Space
A permanently dedicated area of open, undeveloped land consisting of lawns, shrubs, trees or other natural vegetation capable of absorbing storm water. Rain gardens, vegetated wet and dry detention basins and related vegetated drainage swales shall be considered green space.

Grocery Store
A retail establishment of at least 23,000 square feet in area, where food products and related household products are sold.

Groundwater

The water in a saturated zone or stratum beneath the surface of land or water, whether or not it is flowing through known and definite channels.

Groundwater Divide
A ridge in the water table, or potentiometric surface, from which groundwater moves away at right angles in both directions. Line of highest hydraulic head in the water table or potentiometric surface.

Group Home
Any facility operated by a person required to be licensed by the State of Wisconsin pursuant to Wis. Stats. §48.62 for the care and maintenance of five to eight children.

Hazardous Substance
Any waste or material which because of its quantity, concentration or physical chemical or infectious characteristics may: cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness; or Pose a substantial present or potential hazard to human health or to the environment when improperly treated, stored, transported, disposed of or otherwise managed.

Health and Safety of the Public
The protection from injury, illness, danger and other harm.

Height of Tower
The vertical distance measured in feet from the average existing level of the ground surrounding the tower and within ten feet thereof to the topmost point of the tower including any antenna or other appurtenances. The existing elevation shall mean the actual or approved elevations of the property at the time of application.

Home Occupation
Any occupation for financial gain or support conducted entirely within the premises by resident occupants; which is customarily incidental to the principal use of the premises. *[See Sec. 66.0501(4)]*

Hotel
An establishment, licensed pursuant to the provisions of Wis. Stats. Chapter 97, wherein sleeping accommodations are offered for pay to transients, in which ten (10) or more lockable and separate rooms, with a staffed front desk, and all places used in connection therewith. The terms “Hotel”, “Motel”, and “Inn” are synonymous.

Hotel/Motel Condominiums
Must meet the criteria of a “Hotel” as defined in the Zoning Code. A condominium ownership property where more than eighty percent (80%) of the units are available for rent for more than 300 days per year. A staff member must be on-site and available for a minimum period of 4 hours per day while open and operational, and the development must be operated by a single management entity.

IESNA
Illuminating Engineering Society of North America, an organization that establishes updated standards and illumination guidelines for the lighting industry.

Impervious Surface
Surfaces which do not absorb precipitation including buildings, structures, parking lots, driveways, roads, sidewalks and any areas in concrete, asphalt or packed stone.

Inoperative Vehicle
Any motor vehicle, which lacks a current registration, two or more wheels, or any other component part, which renders the vehicle illegal for use on highways.

Installation

The attachment or assembly, whether or not connected to a power source, of any outdoor light fixture or luminaire affixed to the ground, a building, a pole or any other supporting structure or device.

Jump Balcony
A horizontal platform affixed to the exterior wall of a structure, which is readily accessible from an upper story door or window and which serves as a place from which rescue can be achieved in the event of fire or similar hazard.

Junk or Salvage Yard
An area consisting of buildings, structures, or premises where junk, waste, and discarded or salvaged materials are bought, sold, exchanged, stored, baled, packed, disassembled, or handled, including automobile wrecking yards and house wrecking and structural steel materials and equipment yards, but not including the purchase or storage of used furniture and household equipment or used cars in operable condition.

Kennel
Any establishment wherein or whereon four or more dogs over the age of five months are kept for breeding, sale, sporting purposes or where boarding care is provided for compensation. All structures associated with kennels shall be a minimum of 100 feet from side and rear property lines.

L(v) - Veiling luminance, expressed in cd/ft²
Reflected glare - the reflection of incident light that partially or totally obscures the details to be seen on a surface due to contrast reduction.

Land Disturbance Use or Activity
Any land alterations or disturbances which may result in soil erosion, sedimentation and/or the increase in runoff, including but not limited to tilling, removal of ground cover, grading, excavating and filling of land, except that the term shall not include such minor land disturbing activities as home gardens. Additionally, this term does not include agricultural land uses.

Landscaping
Alteration of the natural terrain and cover, including the planting of trees, grass, shrubs and ground cover.

Legal Non-Conforming, Structure
A building or structure lawfully existing at the time of adoption of the Zoning Ordinance which houses a use which is permitted in the district, but does not comply with all the applicable area, height, yard, and/or parking requirements of the district in which it is located.

Legal Non-Conforming, Use
Any use of land, or land and buildings in combination, lawfully existing at the time of adoption of the Zoning Ordinance, which does not comply with the use regulations for the district in which it is located.

Light Industrial Food Preparation, Manufacturing, Processing and Assembly, Packaging, Storage and Distribution
Typical uses include commercial kitchens; on site production; brewing; the dry, cold and frozen storage of food products; and/or an establishment primarily engaged in the delivery of goods from the wholesaler to retailers and/or consumers.

Light Pollution
Light directed upward to the sky or reflected from surfaces, interfering with astronomical observations or night sky appreciation.

Light Trespass

Unwanted light that falls beyond the adjacent property line or the area intended to be illuminated. Light trespass falls into two categories: Unwanted light received in adjacent properties (high illuminance levels), and excessive brightness occurring in the normal field of vision (nuisance glare).

Lighting Source
A lamp or manufactured device emitting energy that is capable of exciting the retina and producing a visual sensation. Emitted energy falls within the electromagnetic spectrum having a length of between 380 and 770 nanometers. Such devices include, but are not limited to incandescent, fluorescent, LED, carbon arc, quartz-iodine/tungsten halogen, low-pressure sodium, high-pressure sodium, metal halide and mercury vapor lamps.

Lineal Building Front Foot
The length of the front wall of the building adjacent and parallel or closely parallel to any abutting street or public right-of-way.

Lis Pendens
A formal written notice that must be recorded in the Office of the Register of Deeds for Door County which states that a lawsuit has been filed concerning, or that there have been restrictions placed on a particular parcel of land, and involves either the title to that property or a claimed legal interest in it.

Living Area
The total area bounded by the exterior walls of a building at the floor levels, but not including basement, garages, porches, breezeways, and unfinished attics.

Living Quarters
A building or a portion of a building which provides, as a minimum, an area equipped or furnished for sleeping purposes, or those finished portions of a building in which normal residential activities occur.

Loading Area
A completely off-street space or berth on the same lot as the principal use it serves for the loading or unloading of semi tractor-trailers, having adequate ingress and egress to a public street or alley.

Loading Space
That portion of a lot or space accessible from a street, alley or way, in or outside of a building, designed to serve the purpose of loading or unloading for all types of vehicles.

Lodging
The rental use of hotels, motels, hotel/motel condominiums, and residential homes for a term of less than thirty (30) consecutive days to transients.

Long Term Rental
A residential dwelling unit available for rent for a fee for a term of 30 days or more.

Lot
A designated parcel, tract or area of land established by plat, subdivision, or as otherwise permitted by law, to be used, developed or built upon. *[Also see Lot of Record]*

Lot, Corner
A lot situated at the junction of and abutting on two or more intersecting streets, or a lot at the point of deflection in alignment of a continuous street, the interior angle of which does not exceed 135 degrees. *[See Illustration No. 11]*

Lot, Double Frontage
A parcel of land, other than a corner lot, with frontage on more than one street or with frontage on a street and a navigable body of water. *[See Illustration No. 11]*

Lot, Interior

A lot abutting a single street and which is bounded by adjacent lots along its side and rear lot lines. *[See Illustration No. 11]*

Lot, Width
The horizontal distance between side lot lines of a lot measured at right angles to its depth along a straight line and parallel to the front lot line, or its chord if on a curve. Lot widths may vary in width, especially on cul-de-sac lots and lots on curved streets, from the front of the lot to the back of the lot. A lot is not considered buildable unless the minimum lot width required for the district in which the lot is located is maintained at the front setback line and for a distance of 30 feet immediately behind the front setback line.

Lot Area, Gross
The total area within the lot lines of a lot, including any streets rights-of-way.

Lot Area, Net
The total area within the lot lines of a lot, excluding any streets rights-of-way.

Lot Coverage
That portion of the lot that is covered by buildings, structures, and paved surfaces. This is often expressed as a percentage of the lot. Lot coverage differs from floor area ratio in that only the ground floor of each building is used in making the calculation.

Lot Line
A line dividing one lot from another or from a street or alley.

Lot Line, Front
The lot line nearest to the centerline of the public or private road from which the lot takes access. In the case of a double frontage lot, each lot line along the public or private road shall be considered a front lot line.

Lot Line, Rear
In the case of rectangular or mostly trapezoidal shaped lots, that lot line which is in general parallel to and most distance from the front lot line of the lot. In the case of an irregular or triangular lot, a line 20 feet in length, entirely within the lot, parallel to and at the maximum possible distance from the front lot line shall be considered the rear lot line.

Lot Line, Side
Any lot line other than a front or rear lot line.

Lot of Record
Any lot, the description of which is properly recorded with the county register of deeds, which at the time of its recordation complied with all applicable laws, ordinances and regulations.

Lumen
Unit of luminous flux – used to measure the actual amount of light produced by the lamp(s).

Luminaire
Lighting unit consisting of a lamp or lamps and ballast(s) when applicable, together with the parts designed to distribute the light, to position and protect the lamp(s), and to connect the lamp(s) to the power supply, less the support assembly. Consider lighting assembles that includes multiple unshielded or partially shielded lamps on a single pole or standard as a single unit.

Luminaire, Outdoor
Lighting source which is an electrically powered illuminating device, lighted or reflective surface, lamp(s) and similar devices, permanently installed or portable used for illumination or for advertisement. Such devices include, but not limited to searchlights, spotlights, floodlights,

streetlights, product display area lights, security lights, wall lights, porch lights, area lights, parking lot lights, and billboards and other signs.

Lux
Unit of illuminance equal to one (1) lumen per square foot. One (1) lux equals approximately 10 (10.8) foot-candles.

Machine Shops
Establishments where various types of materials are subjected to drilling, boring, turning, milling, grinding or EDMs to create a component or end product.

Major Recreational Equipment
Includes travel trailers, pickup campers or coaches, motorized dwellings, tent trailers, boats and boat trailers, snowmobiles and snowmobile trailers and the like.

Management Zones
A zone or zones established to provide protection to the area surrounding a well or well field from potential contaminant sources. Management options may include limits on certain activities, more stringent design and operating standards, strict monitoring of potential pollution sources, promoting best management practices, and/or implementing education programs. Multiple protection zones may be established for different management strategies based on proximity to the well field.

Manufactured/Mobile Homes
[Refer to Wis. Stats. §101.91(2) and (10)]

Manufactured Dwelling
Any structure or component thereof which is intended for use as a dwelling and,
(1) Is of closed construction and fabricated or assembled on site or off site in manufacturing facilities for installation, connection or assembly and installation on the building site; or,
(2) Is a building of open construction which is made or assembled in manufacturing facilities away from the building site for installation, connection, or assembly and installation on the building site and for which certification is sought by the manufacturer pursuant to the Wisconsin Uniform Dwelling Code.

A single or double width manufactured (mobile) home is not considered a manufactured dwelling.

Manufactured Home
A structure transportable in one or more sections, which is built on a permanent chassis and is, designed to be used with or without a permanent foundation when connected to required utilities. A manufactured home may also be known as a mobile home. A recreational vehicle or travel trailer is not a manufactured home.

Manufacturing
Activities involving the mechanical or chemical transformation of materials or substances into new products.

Material Shipment Center
An establishment primarily engaged in undertaking the transportation of goods from shippers to receivers for a charge covering the entire transportation route, and in turn, making use of services of other transportation establishments.

Mobile Food Vendor
An individual, partnership, corporation, non-profit organization or other for-profit entity engaged in the preparation, service, sale, or distribution of ready-to-eat food, non-alcoholic drink or edible novelties for individual portion service to the general public directly from a motorized vehicle, or from a trailer which is transported by a motorized vehicle, that is temporarily parked in an area

authorized by the Municipal Code, and has been issued a Mobile Food Vendor Permit from the Village Clerk, in accord with the regulations established in Chapter 18 of the Municipal Code, *Business Regulation*, and this chapter. Mobile Food Vendors are often referred to as "food trucks" or "mobile food establishments", as defined in Wis. Admin. Code Sec. ATCP 75 - "Appendix" (the "Wisconsin Food Code"), or its successor code. A Mobile Food Vendor is similar to a "mobile food establishment", with the exception that a Mobile Food Vendor does not sell food from a pushcart, boat, intrastate railway car, movable concession stand or similar temporary station, and does not operate out of a permanent building licensed as a restaurant. Further, a Mobile Food Vendor does not periodically or continuously change location; rather, they either operate at an approved festival or from an approved and formally designated Mobile Food Vendor Court.

Mobile Food Vendor Court

A parcel of land, or portion thereof, approved by the Plan Commission for use as a safe location where mobile food vendors can prepare, serve, sell, or distribute ready-to-eat food, non-alcoholic drink or edible novelties for individual portion service to the general public directly from a motorized vehicle or trailer which is transported to the site by a motorized vehicle.

Mobile Food Vendor Permit

The legal, written approval issued by the Village Clerk, in accord with the provisions of Chapter 18 of the Municipal Code, *Business Regulation*, which authorizes a Mobile Food Vendor to operate in the Village of Sister Bay.

Mobile Food Vendor Unit

The motorized vehicle or trailer used to prepare, serve, sell or distribute ready-to-eat food, non-alcoholic drink or edible novelties, for individual portion service to the general public.

Mobile Home

Any vehicle or structure intended for or capable of human habitation, or designed primarily for sleeping purposes, mounted on wheels or jacks and/or capable of being moved from place to place, either by its own power or by power supplied by some type of vehicle used or to be used, excepting a device used exclusively upon stationary rails or tracks and excluding recreational vehicles. This definition shall be construed in a manner consistent with the definition of 'mobile home' in Wis. Stats. §101.91(10).

Mobile Home Park

A parcel of land which has been developed for the placement of mobile homes and is owned by an individual, firm, trust, partnership, public or private association, or corporation. Individual lots within a mobile home park are rented to individual mobile home users.

Modification

A departure from the rules and regulations set forth in this chapter where a particular use is not required to meet the stated requirements of the chapter. Examples would include not requiring steeples and antenna to comply with the stated building height requirements for principal buildings; or not requiring roof overhangs, fences or accessory buildings to comply with side or rear setback requirements for principal buildings. The chapter may limit the amount of modification from the stated requirements for given structures or uses.

Modular Unit

A factory fabricated transportable building unit designed to be used by it or to be incorporated with similar units at a building site into a modular structure to be used for residential, business or educational purposes.

Motor Home

A vehicle designed to be operated upon a highway or as a temporary or recreational dwelling and having the same internal characteristics and equipment as a mobile home.

Multi-Class or Multi-Use Lighting
Outdoor lighting used for more than one purpose, such as security and decoration.

Multi-Use Development
A commercial development in the B-1 zoning district where several uses, whether or not in common ownership or management, are located on the same lot or adjacent lots housing the multi-use development; the development typically faces a parking lot and is void of a common area for patrons to gather, sidewalks between units, or other amenities to promote pedestrian engagement amongst businesses.

Natural Feature
A geologic formation, vegetative area or other feature of the landscape, which is protected by this chapter or state statute.

Navigable Water
Lake Michigan, Green Bay and all natural inland lakes within Wisconsin, and all rivers, streams, ponds, sloughs, flowages, and other waters within the territorial limits of this state, including the Wisconsin portion of boundary waters, which are navigable under the laws of this state.

Neighborhood Food Store
A retail establishment of at least 3,000 square feet in area, but less than 25,000 square feet in area, where food products and related household products are sold.

Non-Conforming, Lot
A lot, which does not contain sufficient area and/or width to meet the requirements of the zoning district in which it is located.

Nonconforming Structure
Shall mean a dwelling, or other building or structure that existed lawfully before November 15, 1973, or prior to an amendment thereto, that does not conform with one or more development regulations in the current zoning ordinance.

Nonconforming Use
Shall mean a use of land, water, building, or structure that existed lawfully before November 15, 1973, or prior to an amendment thereto, that does not conform with the use restrictions in the current ordinance.

Non-Shielded or Non-Cutoff Lighting Fixtures
Shall mean all types of outdoor lighting fixtures other than shielded or cutoff lighting fixtures and includes any lighting fixture that employs an adjustable bracket, re-fractorizing glassware or lenses, non-shielding lamp or light source and distributes light at any angle less than four degrees above horizontal.

Non-Shielded or Non-Cutoff Luminaire
Outdoor luminaire, other than shielded or shutoff type, that employs an adjustable bracket, a re-fractorizing glassware or lenses, a non-shielded lamp or light source, and distributes light at any angle less than four degrees above horizontal.

Nuisance
Anything that interferes with the use or enjoyment of property, endangers personal health or safety, or is offensive to the senses.

Nursing Home

A place where 5 or more persons who are not related to the operator or administrator reside, receive care or treatment, and, because of their mental or physical condition, require access to 24-hour nursing services, including limited nursing care, intermediate level nursing care and skilled nursing services. “Nursing home" does not include any of the following: A convent or facility owned or operated exclusively by and for members of a religious order that provides reception and care or treatment of an individual, a hospice that directly provides inpatient care, or a residential care apartment complex.

Obstruction to Flow
Any development, which physically blocks the conveyance of floodwaters such that this development by itself or in connection with any future similar development will cause an increase in regional flood height.

Opaque
Material that does not transmit light from an internal illumination source. Applied to sign backgrounds, it is the area surrounding the letters or symbols on the sign that is either not lighted from within, or it does not allow light from an internal source to shine through it.

Open Parking Facilities
A parking facility without an overhead covering and shall include the roof level of a multilevel parking structure or ramp.

Ordinary High Water Mark
The point on the bank or shore of a body of water up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristic. The ordinary high-water mark shall be established by a professional landsurveyor.

Outdoor Canopy
Shall mean a freestanding roof structure without side walls which may or may not be attached to the roof of an adjacent building and shall include but not be limited to canopies over gas stations or canopies at convenience stores.

Outdoor Light Output, Total
The maximum total amount of light, measured in lumens, from all outdoor luminaires. For lamp types that have their outputs vary with age (high-pressure sodium, metal halide, fluorescent), use the initial output, as defined by the lamp manufacturer, for calculations.

Outdoor Lighting Fixtures
Shall mean lighting sources, which are electrically powered illuminating devices, lighted or reflective surface lamps and similar devices permanently installed or portable used for illumination or for advertisement. Such device shall include, but not be limited to searchlights, spotlights, floodlights, streetlights, sign lights, security lights, wall lights, and porch lights, area lights, parking lights and sign panels.

Outdoor Merchandising
Car sales lots, equipment sales lot, retail gasoline stations, garden centers and other similar areas where products are permanently displayed or dispensed outdoors.

Parking Lot
An off-street, ground level area, usually surfaced and improved, for the temporary storage of motor vehicles. Parking lots includes rows of parking spaces, the aisles from which motor vehicles enter and leave the spaces. Ingress and egress drives from the parking lot to the public street are not part of the parking lot.

Parking Space

An all-weather area not in a street or alley right-of-way, exclusive of driveways, permanently reserved for the temporary storage of one motor vehicle, and connected with a street or alley by a driveway which provides ingress and egress for a motor vehicle without requiring another vehicle to be moved.

Permitted
Means a use or structure which has received all applicable Zoning Permits and licenses to make the structure or use a legal, conforming use or structure.

Pier
Any structure extending into navigable waters from the shore with water on both sides, built or maintained for the purpose of providing a berth for watercraft or for loading or unloading cargo or passengers onto or from watercraft. Such a structure may include a boat shelter, which is removed seasonally. Such a structure may include a boat hoist or boatlift, and the hoist or lift may be permanent or may be removed seasonally. The term "dock" shall also mean pier.

Pier, Pre-Existing
A pier that has been placed in the riparian zone in the same general location and with the same general size and configuration during any of the three years prior to the enactment of this section is considered a pre-existing pier if it is not extended or expanded after the adoption of this section dated October 25, 2005. The seasonal removal of a pier does not affect its status as a permissible pre-existing pier if it is re-established in substantially the same form and same general location.

Performance Standard
A criterion to control noise, odor, smoke, toxic or noxious matter, vibration, fire and explosive hazards, glare or heat, and lighting intensity or spill-over generated by or inherent in uses of land and buildings.

Person
Any individual, tenant, lessee, owner operator or any public, private, nonprofit or commercial entity including, but not limited to, a firm, business, partnership, joint venture, association, corporation, municipality, agency or governmental agency.

Personal service
Exclusively indoor uses of which their primary function is the provision of nonprofessional services directly to an individual on a walk-in or on-appointment basis. Examples include barbershops, beauty shops, tanning salons and the like.

Petroleum Product
Any fuels (gasoline, diesel fuel, kerosene and mixtures of these products), lubricating oils, motor oils, hydraulic fluids and other similar products.

Planned Residential Unit Development
A form of development characterized by a united site design for a number of housing units, clustering buildings and providing common green space, density increases and a mix of residential building types and residential uses, having a minimum size of ten acres.

Potable Water
Any water that is satisfactory for drinking, culinary and domestic purposes meeting current State and Federal drinking water standards.

Premises
A lot, parcel, tract or plot of land together with the buildings and structures thereon.

Primary Containment
The first level of product tight containment, i.e., the inside portion of that container which comes into immediate contact on its inner surface with the hazardous material being contained.

Primary Protection Zone

An area calculated as the zone of influence characteristic to each individual well supplying potable water to any community water system.

Principal Structure
[See Structure, Principal]

Principal Use
[See Use, Principal]

Professional Home Offices
Residences of clergymen, architects, landscape architects, professional engineers, registered land surveyors, lawyers, real estate agents, artists, teachers, authors, musicians, or persons in other recognized professions used to conduct their professions where the office use is incidental to the residential use of the premises.

Private Road
A road owned and maintained by a private individual, organization or entity rather that a government entity.

Property Owner
The person or entity who owns the property.

Public Utility
Any utility (gas, water, sewer, electrical, telephone, cable television, etc.) whether publicly owned or privately owned.

Public Welfare
The protection from nuisances, economic interest, convenience, community character and the vision expressed in the Village's Smart Growth Plan.

Publishing House
A facility where books, magazines, periodicals, maps, etc. are printed and issued.

Raze
Completely removing an entire structure to the foundation.

Rear Setback
[See Setback, Rear]

Rear Yard
[See Yard, Rear]

Recharge Area
An area in which water reaches the zone of saturation by surface infiltration and encompasses all areas or features that supply groundwater recharge to a well.

Recreational Vehicle
A vehicular, portable structure built on a chassis which can be self-transported or by any motor vehicle and is designated to be used as a temporary dwelling for travel, recreation and vacation use, which does not fall within the definition of a manufactured/mobile home.

Regulatory Agency
Any governmental agency with jurisdiction over hazardous waste as defined herein.

Remodel
Any change other than normal maintenance which would tend to prolong the life of a structure. Remodeling is removing and replacing existing sections of an existing structure. A remodel does not include the razing of a structure to build a completely new structure.

Residential
A use of a building or unit wherein a single family is using the space as a living space.

Residential Agent
The person or entity who is not the owner of a unit who has written authority to rent the unit.

Residential Site
A single parcel in a residential zone containing a residential structure with one or more dwelling units with parking areas for one or more cars.

Restaurant (General)
An eating-place, whether a principal use or accessory use, selling a full line of prepared food and drinks using non-disposable plates, glasses and utensils for immediate consumption on the site. The business provides tables and chairs, table service, and is available to persons of all ages. The use shall not exhibit the characteristics of a drive-in, formula or fast food establishment. Customers shall be provided with individual menus while seated at a table or counter. Food sold for consumption off the premises shall be incidental to the primary use. Such food shall be placed in covered containers or wrappings, and all house-brand labeled food store goods such as vinegars, oils and salad dressings shall be prepackaged and sealed.

Restaurant, Drive-In
An eating place, whether a principal use or accessory use, which sells: (a) prepares food intended for consumption in vehicles that may or may not be parked on the site; or (b) provides for the ordering of food while the customers are seated in vehicles.

Restaurant, Drive-through
A paved area serving as a queuing or staging area for motorists to receive food that they have ordered.

Restaurant, Drive-up Window
A window opening to the outdoors designed to furnish food or beverages to motorists.

Restaurant, Fast Food
An eating-place, whether a principal use or accessory use, selling food to be consumed on or off the site and,

(1) Food is quickly made upon the customer's order or pre-made and wrapped before customers place orders, and/or
(2) Food is served with disposable tableware for on-site food consumption. A Fast Food restaurant also exhibits two or more of the following characteristics: food is ordered from a wall menu at a service counter; food consumed on the premises is ordered while customers are standing; payment is made by customers before food is consumed; the service counter is closer to an entry/exit than is the seating/dining area; and the business interior is brightly illuminated (greater than 8 candle foot power as measured in a horizontal plane three feet above the floor).

Restaurant, Formula
An eating-place, whether a principal use or accessory use, that is one of a chain or group of three or more establishments and which satisfies at least two of the following three descriptions:

(1) It has the same or similar name, brand, trade name, or trademark as others in the chain or group;
(2) It offers any of the following characteristics in a style which is distinctive to and standardized among the chain or group:
    (a) Exterior design or architecture;
    (b) Uniforms, except that a personal identification or simple logo will not render the clothing a uniform;

(c) Standardized menus, ingredients, food preparation or food presentation format which causes it to be substantially identical to another restaurant regardless of ownership or location.

(3) It is a fast-food restaurant.

Restaurant, Take-Out
An eating place, whether a principal use or accessory use, selling ready-to-eat, prepared snack food and full meals for immediate consumption off the site while patrons are walking or standing in the public right-of-way or are seated in vehicles.

Restaurant, Walk-up Window
A window opening to the outdoors designed to furnish food or beverages to pedestrians.

Retail, General Use
The sale of goods and/or merchandise.

Right-of-way
A strip of land acquired by a public entity and intended to accommodate a specific public purpose or use.

Riparian Zone
The area of water adjacent to a parcel of riparian land within which the riparian owner may place structures. The riparian zone is bounded by the land and the line of navigation. The side boundaries of the riparian zone are to be determined consistent with Wisconsin Administrative Code Section NR 326.07, or its successor code.

Roadside Stand
A farm building used or intended to be used solely by the owner or tenant of the farm on which such building is located for the sale of farm products raised on such farm.

Rummage Sale
The occasional sale of personal property conducted by one or more families in a neighborhood. Rummage sales are also known as “garage sales.” Flea markets, defined elsewhere in this section, are not rummage sales.

Sanitary Landfill
A disposal site where solid wastes, including putrescible wastes, or hazardous wastes, are disposed of on land by placing earth cover thereon.

Seat and Seating
Furniture upon which to sit having a linear measurement not less than 24 inches across the surface used for sitting.

Secondary Containment
The level of product tight containment external to and separate from the primary containment. Secondary containment shall consist of leak-proof trays under containers, floor curbing or other containment systems and shall be an adequate state-approved size and design to handle all spills, leaks, overflows, specific design and election of materials shall be sufficient to preclude any substance loss. Containment systems shall be sheltered so that the intrusion of precipitation is effectively prevented.

Setback
The minimum required horizontal distance between an internal lot line or the street right-of-way and the regulated structure or item. *[See also setback, front; setback, side; setback, street; and setback, rear]*

Setback, Front
A line established on a parcel of land for the purpose of identifying the nearest point a principal or accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal distance between the front property line and the nearest foundation wall of a principal or accessory building, including overhangs, uncovered steps and stoops, and gutters. Where the street line is an arc, the setback shall be measured from the arc. *[See Illustration No. 9]*

Setback, Rear
A line established on a parcel of land for the purpose of identifying the nearest point a principal or accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal distance between the rear internal lot line and a line parallel thereto through the nearest foundation wall of the principal or accessory structure, including impervious surface, overhangs, uncovered steps and stoops, and gutters. *[See illustration No. 12]*

Setback, Side
A line established on a parcel of land for the purpose of identifying the nearest point a principal or accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal distance between the side internal lot line and a line parallel thereto through the nearest foundation wall of the principal or accessory structure, including impervious surface overhangs, uncovered steps and stoops, and gutters. *[See Illustration No. 15]*

Setback, Street (or Road)
A line established on a parcel of land for the purpose of identifying the nearest point a principal or accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal distance between the right-of-way line of the second street of a corner lot and a line parallel thereto through the nearest foundation wall of the principal or accessory structure, uncluding overhangs, uncovered steps and stoops, and gutters.

Shielded or Cutoff Lighting Fixtures
Outdoor lighting fixtures that utilize flat, clear lenses with no re-fractorizing elements and which operate in a horizontal position with nonadjustable elements, which operate in a horizontal position with nonadjustable mounting hardware or brackets. Such fixtures distribute light by means of an internal reflector only. The light source is totally concealed by fixture housing of an internal reflector only. The light source is totally concealed by the fixture housing when the position of observation is at an angle less than fifteen degrees above horizontal. No light is permitted at an angle less than four degrees above horizontal.

Shopping Center
A group of business establishments planned, constructed and managed as a total entity with ample customer and employee parking provided on-site, with provision for goods delivery separated from customer access, and with aesthetic considerations and protection from the elements.

Shorelands
Those lands lying within the following distances from the ordinary high-water mark of navigable waters: 1,000 feet from a lake, pond or flowage; and 300 feet from a river or stream; or to the landward side of the floodplain, whichever distance is greater. Shorelands shall not include those lands adjacent to farm drainage ditches where (a) such lands are not adjacent to a navigable stream or river; (b) those parts of such drainage ditches adjacent to such lands were non- navigable streams before ditching or had no previous stream history; and (c) such lands are maintained in non-structural agricultural use. *[See Illustration No. 14]*

Short Term Rental
A dwelling unit in which sleeping accommodations are offered for pay to tourists or transients for brief periods of time. Said stays are predominantly less than 30 consecutive days in duration. These facilities

are sometimes referred to as "vacation rentals". They do not include a boarding house which does not accommodate tourists or transients, bed & breakfast establishments or inns, or a hotel or motel with a central, on-site, staffed reservation desk, and on-site property management. For purposes of this land use, 'rental period' shall mean a definite period of time, typically two (2) to seven (7) consecutive days, with a fid commencement date and a fid expiration date; and/or the length of time, in days, one party rents a dwelling unit in a consecutive seven day stretch of time. In the R-1, R-3 and CS-1 zoning districts, short-term rental properties shall be restricted in occupancy to a maximum of three (3) persons per legally permitted bedroom in existence at the time of this amendment, or at the time of the dwelling unit's establishment after the date of this amendment. Additional occupancy is permissible only upon Plan Commission approval. In no case shall more than four bedrooms be rented, unless more bedrooms are authorized by the Plan Commission. Any property licensed under Chapter 18, *Business Regulation*, as a short-term rental after July 1, 2023, which was not previously licensed as a short-term rental the prior year, or for which a short-term rental license was suspended or revoked and a new license is required to operate as a short-term rental, can only be rented just two periods of time in a consecutive seven-day period, and each period shall be a minimum of two nights. With respect to short-term rentals in the R-2 District, if the short-term rental takes place in a condominium, the rental thereof shall only be permissible if the rental was authorized by a Development Agreement, or, if the Homeowner's Association or Condominium Bylaws allow such rental.

Side, Setback
[See Setback, Side]

Side, Yard
[See Yard, Side]

Sidewalk
An at-grade hard surface, typically concrete, intended for use by pedestrians and is physically separated from the roadway by a curb or unpaved buffer surface. (*Amended - Ord. No. 2023-008)*

Side Yard
A regulated area on a developed parcel of land. (The yard area bounded by the side lot line, the side foundation wall of the principal structure, including impervious surface, overhangs, uncovered steps and stoops, gutters and the front yard and rear yard.) *[See Illustration No. 16]*

Sign
Any medium, including sign face, words, letters, figures, numerals, phrases, sentences, emblems, devices, designs, trade names, or trademarks by which anything is made known and which are used to advertise or promote an individual, firm, association, corporation, profession, business, commodity, or product and which is visible from any public street or highway.

Sign, Abandoned
Any sign, which has been discontinued for a period of 12 consecutive months, which sign, advertises or identifies an activity that has been discontinued for 12 consecutive months, shall be considered abandoned.

Sign, Awning
A sign that is painted on, or attached to, and mounted on an ornamental cloth covering or similar material and hung or held up over something, especially a window or door. The sign size shall be the dimensions bound by the outermost confines of the lettering or image.

Sign, Bulletin

A sign which directs attention to municipal, civic, educational, religious or other nonprofit organizational buildings or activities; that is located or to be located upon the premises where the sign is located or is located upon a premises other than where the sign is located. Sign, Copy

The message or advertisement, and any other symbols on the face of a sign.

Sign, Canopy
A sign that is painted on, or attached to, and mounted on an ornamental cloth covering or similar material and hung or held up over something, especially a window or door. The sign size shall be the dimensions bound by the outermost confines of the lettering or image.

Sign, Directional
A sign that does not advertise, but merely draws attention to a business or development by indicating, no more than, the direction and distance it is from the sign.

Sign, Externally Illuminated
A sign illuminated by light sources from the outside.

Sign, Face
The area or display surface used for the message.

Sign, Ground
Any sign placed upon a pole or other support independent of any other structure, where the sign height does not exceed 10 feet. *[See Illustration No. 21]*

Sign, Internally Illuminated
A sign illuminated by light sources enclosed entirely within the sign cabinet and not directly visible from outside the sign.

Sign, Neon
A sign with luminous gas-filled tubes formed into text, symbols, or decorative elements and directly visible from outside the sign cabinet.

Sign, Off Premise
A sign, which directs attention to a business, commodity, service or entertainment, conducted, sold or offered at a location other than the premises on which the sign is located.

Sign, Pole
A sign that is mounted on a freestanding pole or other support so that the bottom of the sign is 12 feet or more above grade. *[See Illustration No. 28]*

Sign, Portable
A sign that is not permanently affixed to a building, structure, or to the ground. Such sign is sometimes mounted on wheels to make it transportable. *[See Illustration No. 29]*

Sign, Projecting
A sign that is wholly or partly dependent upon a building for support and which projects more than 12 inches from such building. *[See Illustration No. 30]*

Sign, Roof
A sign that is mounted on the roof of a building or which is wholly dependent upon a building for support and which projects above the point of a building with a flat roof, the eave line of a building with a gambrel, gable, or hip roof, or the deck line of a building with a mansard roof. *[See Illustration No. 33]*

Sign, Wall
A sign fastened to or painted on the wall of a building or structure in such a manner that the wall becomes the supporting structure for, or forms the background surface of the sign and which does not project more than 12 inches from such building or structure. *[See Illustration No. 36]*

Sign, Window

Wording or advertising that is applied or attached to the interior of a window or located in such manner within the building that it can readily be seen from the exterior of the building through a window. *[See Illustration No. 38]*

Single Family Home
An independently owned residential structure that sits on its own lot, has its own private and direct access to a street or thoroughfare, and is designed to be used exclusively as a dwelling unit by one family. Single family homes typically have one kitchen unit, have their own unshared utilities connections, and there are no shared common walls or roofs.

Spot Lamp
A specific lamp form designed to direct its output in a specific direction (a beam) and with a clear or nearly clear glass envelope. Such lamps are so designated by the manufacturers and are typically used in residential outdoor area lighting.

Story
That part of a building included between the surface of a floor and the surface of the floor next above it, or, if there is no floor above it, then the space between the floor and the ceiling next above it.

Stream Reach
A longitudinal segment of a stream generally including those flood lands wherein flood stages are primarily and commonly controlled by the same manufactured or natural obstructions to flow.

Street
A public right-of-way not less than 50 feet wide providing primary vehicular access to abutting properties.

Street, Private
A roadway created by an easement for use only by the abutting property owners, which is not dedicated to the Village.

Street Setback
[See Setback, Street]

Street Yard
[See Yard, Street]

Strip Shopping Center
A complex of buildings containing business development located on property along one or both sides of a street that is generally one lot in depth and has multiple and relatively closely spaced driveways, green space and landscaping ratios, and high floor area ratios.

Structural Alterations
Any change in the supporting members of a structure, such as foundations, bearing walls, columns, beams, or girders.

Structure
Anything erected or constructed, such as buildings, prefabricated or pre-built buildings, towers, masts, poles, booms, signs and carports. Appurtenances constructed at or below grade such as patios, driveways, or sidewalks are not considered to be structures.

Structure, Accessory
Building or other structure which is customary, incidental and subordinate to a permitted principal use of a lot and located on the same lot as the principal use and does not meet the definition of a principal structure.

Structure, Permanent

A structure placed on or in the ground or attached to another structure in a fixed position, and intended to remain in place for a period of more than nine months.

Structure, Principal
The building or structure containing the primary use of a property.

Structure, Temporary
A structure placed on or in the ground or attached to another structure in a fixed position and intended to remain in place for a period not to exceed nine months.

Subordinate
All components of the facility, in total occupy less street frontage than the primary commercial or public institutional building.

Sustained Yield Forestry
Management of forested lands to provide annual or periodic crops of forest products.

Swimming Pool
An outdoor structure containing a body of water in a receptacle or other container having a depth for water of 18 inches or more with a minimum surface of 48 square feet, located above or below the surface of ground elevation and includes all structural facilities, appliances, appurtenances, equipment and other items used and intended to be used for the operation and maintenance of a pool.

Temporarily Parked
As it pertains to Mobile Food Vendors, means, the placement of a mobile food vendor unit on a property, including set up and removal, not to exceed 72 consecutive hours, unless otherwise permitted by the Municipal Code, the Village Board, or the Parks, Property & Streets Committee.

Temporary
A period defined as no more than 45 days in a calendar year unless a shorter period is specified in the section.

Temporary Lighting
Non-conforming lighting, not used from more than one 30 day period within a calendar year, with one 30 day extension. Temporary lighting is intended for uses, which by their nature are of limited duration. For example: Holiday decorations, civic events or construction projects.

Tent
Temporary shelters made of canvas or nylon with removable side panels which are held up by poles, ropes, stakes and weights. Typically large tents, (up to 100' X 50' in size), are utilized by persons seeking shelter from the elements who are attending outdoor festivals or special events, and small tents, (up to 10' X 10' in size), are used by vendors who are participating in Arts & Craft Shows or persons who are hosting outdoor parties or gatherings.

Tent Permit
A permit issued by the Village Clerk that allows private property owners to erect a tent(s) on their property that will be utilized to provide shade or shelter from the elements on a temporary basis. Temporary tents may not be utilized for more than 15 days per calendar year, but the time period between the Wednesday preceding Columbus Day and the Wednesday following Fall Fest shall be excluded when time limits are calculated.

Tourist Rooming House
A dwelling unit in which sleeping accommodations are offered for pay to tourists or transients for periods of less than 30 days. These facilities are sometimes referred to as vacation rentals located in residential zoning districts.

Tower

A structure that is intended to support equipment used to receive and/or transmit electromagnetic waves. Design examples of towers include (a) self-supporting lattice, (b) guyed and (c) monopole.

Transient
The use of a dwelling unit where rentals of less than thirty (30) consecutive days are available. (In Wis. Stats. §97.01(15)(f) a "Tourist" or a "Transient" is defined as a person who travels from place to place away from his or her permanent residence for vacation, pleasure, culture, business or employment.)

Translucent
The permitting of light to pass through but diffusing it so that persons, objects, etc., on the opposite side are not clearly visible.

Truck Sales and Service
[See Commercial Vehicle Sales and Service]

Turning Lane
An existing or proposed connecting roadway between two arterial streets or between an arterial street and any other street. Turning lanes include grade separated interchange ramps.

Uniformity Ratio
The ratio between the average illumination and the minimum illumination as determined by measurements taken on a four-foot grid throughout the lighted area.

Unnecessary Hardship
The circumstance where special conditions, which were not self-created, affect a particular property and make strict conformity with the restrictions governing dimensional standards (such as lot area, lot width, setbacks, yard requirements, or building height) unnecessarily burdensome or unreasonable in light of the purpose of this chapter.

Use
The purpose or activity for which the land or building thereon is designed, arranged, or intended, or for which it is occupied or maintained.

Use, Abandonment of
The relinquishment of a property, or the cessation of a use or activity by the Owner or Tenant for a period of twelve months, excluding temporary, short-term interruptions for the purpose of remodeling, maintaining, or otherwise improving or rearranging a facility. A use shall be deemed abandoned when such use is suspended as evidenced by the cessation of activities or conditions constituting the principle use of the property.

Use, Accessory
A use customarily incidental to the principal use and on the same lot as the principal use. In buildings, customary family occupations and workshops not conducted for compensation shall be deemed accessory uses.

Use, Conditional
Uses of a special nature as to make impractical their predetermination as a permitted use in a district. Conditional uses have been used in zoning ordinances as flexible devices, which are designed to cover situations where a particular use, although not inherently inconsistent with the use classification of a particular zoning district, may create special problems and hazards if allowed to develop and locate as a matter of right in a particular zoning district. Conditional uses are issued to properties, not individuals, and their continued use runs with the property, not with the owner.

Use, Principal
The main use of land, or land and buildings in combination, as distinguished from a secondary or accessory building, including, but not limited to, a house in a residential district, a store in a business

district, or crops or farm buildings in an agricultural district. Within the zoning districts in this chapter, the principal use is also referred to as the "permitted use."

Utilities
Public and private facilities such as water wells, water and sewage pumping stations, water storage tanks, power and communication transmission lines, electrical power substations, static transformer stations, telephone and telegraph exchanges, microwave radio relays, and gas regulation stations, but not including sewage disposal plants, municipal incinerators, municipal warehouses, municipal shops, and municipal storage yards.

Vacation Rentals
[See Short Term Rentals and Tourist Rooming House]

Variance
An authorization granted by the Zoning Board of Appeals to construct or alter a building or structure in a manner that deviates from the dimensional standards of this chapter. A variance may not permit the use of a property that is otherwise prohibited by this chapter or allow flood land construction that is not protected to the flood protection elevation.

Vision Clearance Triangle
A triangular shaped portion of land established at street intersections in which nothing is erected, placed, planted, or allowed to grow in such a manner as to limit or obstruct the sight distance of motorists entering or leaving the intersection. *[See Illustration No. 1 and 2]*

Well
Any excavation that is drilled, cored, bored, washed, driven, dug, jetted, or otherwise constructed when the intended use of such excavation is to conduct groundwater from an aquifer system to the surface by pumping or natural flow, or to monitor the characteristics of groundwater within an aquifer system.

Wellhead
The upper terminal of a well, including adapters, ports, seals, valves, and other attachments.

Wellhead Protection Area
The surface or subsurface area surrounding a water well or well field, supplying a public water system, an area through which contaminants are reasonably likely to move toward and reach such water well or well field.

Wetland
An area where water is at, near, or above the land surface long enough to be capable of supporting aquatic or hydrophilic vegetation and which has soils indicative of wet conditions.

Wireless Telecommunication Services
Licensed wireless telecommunication services including, but not necessarily limited to, cellular, personal communication services (PCS), specialized mobilized radio (SMR), enhanced specialized mobilized radio (ESMR), paging and similar services that are marketed to the general public.

Wireless Telecommunication Site
A facility operated by a licensed wireless telecommunication service provider, which consists of the equipment and structures involved in receiving or transmitting electromagnetic waves associated with wireless telecommunication services.

Woodland
An area of wooded land at least one acre in size and containing deciduous or coniferous trees; that, at least fifty percent (50%) of which are either 20 feet or more in height or have a trunk diameter, 6 inches above the ground, of at least four inches.

Yard, Corner Side
A side yard, which faces a public or private street.

Yard, Front
A yard extending the full width of the lot on which a building is located and situated between the front lot line and a line parallel thereto and passing through the nearest point of the building.

Yard, Interior Side
A side yard located immediately adjacent to another lot or to an alley separating such side yard from another lot.

Yard, Rear
A yard extending the full width of the lot on which a building is located and situated between the rear lot line and a line parallel thereto and passing through the nearest point of the building.

Yard, Side
A regulated area on a developed parcel of land. The yard area bounded by the rear lot line, the side lot lines and the rear foundation wall of the principal structure, including impervious surface, overhangs, uncovered steps and stoops and gutters. *[See Illustration No. 13]*

Yard, Street
A regulated area on a developed parcel of land. The yard area bounded by the second street right-of-way of a corner lot, the front yard, the foundation wall of the principal structure and the lot line opposite the front lot line. *[See Illustration No. 40]*

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SECTION 4000 - ARCHITECTURAL GUIDE

SISTER BAY'S PREFERRED ARCHITECTURAL STYLE HAS BEEN CATEGORIZED AS "TURN OF THE CENTURY" WITH SCANDINAVIAN, SWEDISH & GERMAN THEMES.		
In general, the Village's preferred architectural style has been categorized as "Turn of the Century" with Scandinavian, Swedish and German themes. [*See Sec. 66.1050 for specific requirements]*		
Windows: Grilled	 **Figure 1**	 **Figure 2**
Doors: Double entrance Recessed entrance	 **Figure 3**	

Exterior Colors: Contrasting trim	 **Figure 4**	 **Figure 5**
Trim and Moldings: Decorative Detailed	 **Figure 6**	 **Figure 7**
	Figure 8 	

Shutters:	 **Figure 9**	 **Figure 10**
Siding: Stone Cedar shakes Cedar siding Cement board Hardy plank	 **Figure 11**	 **Figure 12**
	 **Figure 13**	 **Figure 14**

Landscaping: No bare lawn Benches, patios Shrubs, trees Flowers	 **Figure 15**	
	 **Figure 16**	
Corner Lot Buildings: Cut-outs	 **Figure 17**	

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Other amenities: Flower boxes below windows Porches Verandas Windows walk Enclosed porch Balconies Awnings	 **Figure 18**	 **Figure 19**
	 **Figure 20**	
	 **Figure 21**	

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SECTION 4200 – SANDWICH BOARD GUIDE

Examples of Unacceptable Sandwich Board Designs

Unacceptable Sandwich Board Designs:
Figures 1 through 5 represent examples of sandwich board signs that the Plan Commission has deemed unacceptable. The reasons include plain letters on a completely white background signboard, unchanging messages and lack of character.

Figure 1



Figure 2



Figure 3



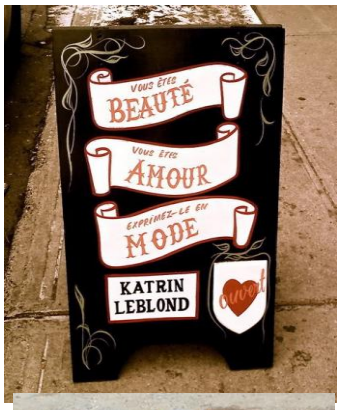
Figure 4

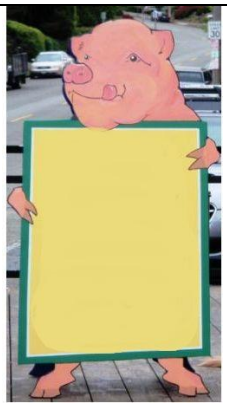


Figure 5



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Examples of Acceptable Sandwich Board Designs	
Acceptable Sandwich Board Designs: Figures 6 through 16 represent examples of sandwich boards that the Plan Commission feels are acceptable. The shape of each board is unique or different enough to create an eye-catching message. Even though some of the figures do not contain changeable messages they are included because of the shape of the board, the colors and fonts used to create visual appeal.	 **Figure 6**
Figure 7   **Figure 9**	**Figure 8**   **Figure 10**

Examples of Acceptable Sandwich Board Designs	
 **Figure 11**	 **Figure 12**
 **Figure 13**	 **Figure 14**
 **Figure 15**	 **Figure 16**

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SECTION 4300 - APPENDIX OF ZONING ILLUSTRATIONS

Sec. 66.4300 Zoning Illustrations

Several Zoning illustrations, that should help explain the regulatory concepts that the Village has adopted, and make it easier to understand the standards that are delineated in the Zoning Code in a comprehensible, visual fashion, follow.

STAFF REPORT

Date: July 28, 2026

To: Village Board

Re: Review of Development Agreement Template

Author(s): Benjamin Andrews, Village Administrator

The Staff Report provides an overview and assessment of the Village's current practices related to Development Agreements (DAs), including when they are required, what they include, and operational considerations affecting applicants and staff.

REQUIREMENTS FOR DEVELOPMENT AGREEMENTS

The zoning code requires applicants to enter into a Development Agreement at the time a zoning permit is approved for most types of construction and commercial activity. Specifically, Development Agreements are mandatory for all new construction other than individual single-family homes not within an active subdivision or condominium plat. They are also required for commercial projects, including those occurring in existing buildings when a change of use, occupancy, building expansion, or modifications to nonconforming structures are involved.

The Plan Commission may exempt certain applicants from the requirement to secure a Development Agreement through a three-fourths majority vote; however, exemptions cannot be granted for specified uses within the Country Walk Shops commercial center or for minor exterior improvements to existing nonconforming commercial buildings. These provisions establish broad applicability of Development Agreements while allowing limited flexibility in defined circumstances.

COST RECOVERY AND ADMINISTRATIVE OBLIGATIONS

Current practice requires applicants to reimburse the Village for all costs incurred in the review, processing, drafting, and inspection of development-related plans and documents. This includes costs associated with engineering, planning, legal services, inspection, and administrative review, regardless of the applicant's participation in meetings. Additionally, the applicant must cover costs related to inspections, consultations, and challenges encountered during construction, including those involving Village consultants such as engineers, attorneys, planners, inspectors, and subcontractors. Village employee time is charged according to rates established by the Village Board. This comprehensive cost recovery structure ensures that development activity does not impose financial burdens on Village taxpayers.

AGREEMENT TIMELINES AND EXPIRATION

The zoning code sets a clear deadline for execution of the Development Agreement. Applicants must sign the agreement within six months of Village Board approval. Failure to do so results in the forfeiture of the offered agreement, requiring any future land disturbance, development, or property use to fully comply with current zoning regulations. If the applicant later chooses to pursue the project, they must restart the approval process from the beginning. This timeline ensures that Development Agreements remain active and applicable to current project conditions rather than allowing proposals to linger without commitment.

MINIMUM TERMS AND CONDITIONS OF DEVELOPMENT AGREEMENTS

Section 66.1525 lists the essential elements that must be included in every Development Agreement. At minimum, these agreements must confirm that all required plans—such as site, parking, grading, lighting, stormwater management, landscaping, architectural, phasing, and trail plans—have been reviewed and approved by the Plan Commission. They must impose requirements for the applicant to construct streets, sidewalks, and trails when necessary, as well as all sanitary, water, and stormwater infrastructure and related off-site improvements. The agreement must assign ongoing maintenance responsibilities for culverts and landscaping to property owners, allowing the Village to perform maintenance and assess costs if owners fail to comply. Additional terms include indemnification of the Village, personal responsibility of applicant principals for project costs if the project does not proceed, and responsibility for the Village's legal costs related to drafting and enforcing the agreement. The agreement must also bind heirs, successors, and assigns, and restrict assignment without prior Village consent. Conveyance of necessary easements may also be required when acceptable to the Village. These core terms ensure that Development Agreements thoroughly address infrastructure, financial responsibility, liability protection, and long-term maintenance obligations.

SUMMARY

Overall, the Village's Development Agreement framework establishes a structured, comprehensive approach to managing development. The current code ensures clear expectations for applicants, significant fiscal protection for the Village, and strong accountability mechanisms that extend through future property ownership. While the Plan Commission retains limited authority to grant exemptions, the general practice emphasizes consistent requirements for infrastructure installation, cost reimbursement, and long-term property maintenance. These practices align with standard municipal approaches and promote both responsible development and protection of public resources.

ATTACHMENTS

1. Excerpts of Zoning Code pertaining to Development Agreements
2. Memorandum of Development Agreement Template
3. Standard Development Agreement Template
4. Liability Insurance and Bond Specifications for Construction Projects Template

Section 1500 – Administration (Pg. 151)

Sec. 66.1520 Development Agreement Required (Pg. 152-153)

(1) The applicant shall be required to enter into a Development Agreement with the Village at the time of approval of an application for a Zoning Permit for all projects and developments listed below:
   (a) All new construction other than individual single-family homes, which are not part of an active subdivision or condominium plat.
   (b) Commercial projects, including those projects in existing buildings involving a change of use or occupancy, expansion, or where the building is non-conforming for setback, height or parking.
   (c) The Plan Commission shall have the authority to exempt an applicant from securing a Development Agreement with a three-fourths (3/4) majority of the Plan Commission. This does not include those uses in the Country Walk Shops commercial center development where a use is changed solely to a retail use, or, existing nonconforming commercial buildings which elect to replace siding and existing windows or install new window openings.

(2) Applicants shall agree to reimburse the Village for all costs incurred by the Village for engineering, inspection, planning, legal and administrative expenses in:
   (a) Processing, reviewing, revising, and approving conceptual, preliminary or final development plans, including meeting time, regardless of whether the developer attended or participated in the meeting; and,
   (b) Processing, reviewing, revising, drafting and approving any agreements, easements, deed restrictions or other documents associated with the proposed use; and,
   (c) Inspection and approval of construction and installation of all improvements provided for in the development, including but not limited to, consultation reasonably required to address issues and problems encountered during the course of design and construction of the development. Such costs shall include the costs of Village consultants, including engineers, attorneys, inspectors, planners, ecologists, agents, sub-contractors and the Village's own employees. Such costs shall also include those for attendance at meetings. The cost for outside services shall be the direct costs incurred by the Village. The cost for Village employees' time shall be based upon the classification of the employee and the rates established by the Village Board, from time to time, for each such classification.

(3) Failure to sign a Development Agreement within six (6) months of approval by the Village Boaord shall be deemed a forfeiture of the Agreement offered, and any future land disturbance, development, or use of the building or property shall be in compliance with this chapter. After the proposed Development Agreement offer has expired, should a landowner wish to proceed with the project in the future, they shall begin the application process anew.

Sec. 66.1525 Terms of Development Agreement (Pg. 153)

The Development Agreement shall, at a minimum, include the following terms and conditions:

(1) The condition that a site plan, a parking plan, trail locations or future trails easements, a grading plan, a lighting plan, a stormwater management plan, a landscaping plan, building architectural plans, a phasing plan must have been approved by the Plan Commission, and such other requirements as are established by the Plan Commission have been satisfied.

(2) Imposition of the condition that any necessary streets and appurtenances thereto, including sidewalks or trails, shall be constructed at the expense of the applicant, as required by the Plan Commission, or, in accordance with the provisions of Chapter 54 of the Municipal Code, *Land Division*, which are in effect at the time of such construction.

(3) Imposition of the condition that sanitary and water mains and laterals, and storm water drainage facilities, and any related off-site improvements shall be paid for, constructed and installed by the applicant as required by the Village, and the provisions of Chapter 62 of the Municipal Code, *Utilities*, at applicant's expense.

(4) Assignment of culvert and landscape maintenance responsibilities to the owner(s) of the property in accordance with the submitted site plan and landscape plan, and the ability of the Village to conduct such work, and charge all costs incurred by the Village as a special charge against the real estate upon the owner's failure to maintain.

(5) The applicant shall agree to indemnify and hold the Village and its agents harmless from and against claims related to the performance of work at or for the site.

(6) The applicant's principals shall be personally responsible for reimbursement of costs to the Village in the event the applicant does not proceed with the actual installation as approved by the Village.

(7) The applicant shall be responsible for payment of the Village's costs, disbursements and attorney's fees to draft and review the Development Agreement, and, in the event the Village brings legal action to enforce compliance with this agreement and a final determination is made in favor of the Village.

(8) Imposition of the condition that the terms and conditions of the agreement shall extend to the heirs, administrators, successors in title and assigns of the applicant, including personal liability. However, the applicant may not assign its rights, duties and responsibilities under this agreement to any other third party without first obtaining the prior written consent of the Village.

(9) If acceptable to the Village, the Applicant shall convey all necessary easements to the Village.

(10) Other terms that the Village and the applicant shall agree to be appropriate.

MEMORANDUM OF DEVELOPMENT AGREEMENT

This Memorandum of Development Agreement is made and entered by and between _____ ("Developer") and the Village of Sister Bay ("Village").

Recording Area

Name and Return Address

Village of Sister Bay
2383 Maple Drive
P. O. Box 769
Sister Bay, WI 54234

This document is exempt from the Wisconsin Real Estate Transfer Fee and Transfer Return since it is not a conveyance pursuant to Section 77.21(1) of the Wisconsin Statutes, as it is an agreement to develop property and it does not convey any real property or improvements.

_____
Parcel Identification Number (PIN)

RECITALS

1. The Developer and the Village have entered into a Development Agreement (the "Agreement") affecting the following legally described Premises:

[Insert Legal Description]

Hereinafter known as the "Premises".

2. The term of the Agreement shall commence on _____, 20___ and shall continue until all terms of the Agreement are fulfilled and the Agreement is satisfied.

3. The purpose of this Memorandum of Development Agreement is to put the public and purchasers of the Premises or any part or unit thereof on notice of the fact that the Premises is subject to a valid and continuing Development Agreement containing terms, obligations, restrictions and responsibilities affecting every owner of the Premises or any part or unit thereof and that the rights of the Village in and to the Development Agreement survive conveyance of the Premises or any part or unit thereof by Developer. A full copy of the Development Agreement may be obtained from the Village of Sister Bay Clerk, 2383 Maple Drive, Sister Bay, Wisconsin 54234.

NOW, THEREFORE, the parties hereto have caused this Memorandum of Development Agreement to be executed on the day and year as written below, for the purpose of providing an instrument for recording, and alerting any purchaser of the existence of such Agreement.

DEVELOPER:

Date:_____ _____

STATE OF WISCONSIN)
)ss
COUNTY OF _____)

Personally came before me this _____ day of _____, 20____, the above-named _____, to me known to be the person who executed the foregoing instrument and have acknowledged the same.

_____
Name:
Notary Public, State of Wisconsin
My commission is/expires: _____

Village of Sister Bay:

Date:_____ By: _____
Nate Bell, Village President

STATE OF WISCONSIN)
)ss
COUNTY OF DOOR)

Personally came before me this _____ day of _____, 20_____, the above-named Nate Bell, to me known to be the persons who executed the foregoing instrument and have acknowledged the same.

_____
Name:
Notary Public, State of Wisconsin
My commission is/expires: _____

This document drafted by:
Julie Thyssen
Village Clerk

DEVELOPMENT AGREEMENT
FOR VILLAGE OF SISTER BAY PARCEL NO. 181-
(Property Owner:)

THIS AGREEMENT made this _____ day of _____, 20xx, between , hereinafter referred to as "the Developer," and the Village of Sister Bay in the County of Door and the State of Wisconsin, hereinafter referred to as "the Village."

WHEREAS, the Developer is the owner of Village of Sister Bay Parcel No. , which has been assigned an address of , (hereafter referred to as "the property"); and,

WHEREAS, the Developer plans to construct, (hereafter referred to as "the development") on Parcel No. 181- ; and,

WHEREAS, the Village's Subdivision Ordinances provide that as a condition of approval, the Village will require that the Developer make and install any public improvements reasonably necessary, and/or that the Developer may be required to provide financial security to ensure that the Developer will make these improvements within a reasonable time; and,

WHEREAS, the property is presently zoned , and the previously mentioned development is allowed as a in that District; and,

WHEREAS, the Developer and the Village desire to enter into this agreement in order to ensure that the Developer will make and install all public improvements which are reasonably necessary, and, further, that the Developer shall dedicate the necessary public improvements to the Village, provided that said public improvements are constructed to municipal specifications, all applicable government regulations, the terms of this agreement, and as required by the Village Engineer, without cost to the Village; and,

WHEREAS, this agreement is required in order to implement the Village's Zoning and Land Division Ordinances; and,

WHEREAS, the Developer agrees to develop the property as herein described in accord with this Agreement, the conditions established by the Village Plan Commission and Village Board, the conditions of certain agencies and individuals in the County, all Village Ordinances, and all laws and regulations governing said development; and,

WHEREAS, the parties mutually desire to establish fair and reasonable terms, conditions and requirements established by the Village for development of the property.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

AGREEMENT

SECTION 2. VILLAGE APPROVALS:

1. The Developer agrees to construct the buildings represented on the various attachments listed below as approved by the Plan Commission and the Village Board. If Village officials determine that the plans are not being complied with, or determine that unpermitted modifications have been made to the buildings, after-the-fact permit fees will be imposed. If the modifications are not compliant with the provisions of the Zoning Code the Developer may be required to remove them. The Village acknowledges that the exact location of interior walls and room sizes may vary from the attached drawings. Further, if any of the buildings are not constructed prior to _____, minimum assessed value payments, (the equivalent of the Village portion of real estate taxes based upon the value of the structure delineated on the Zoning/Building Permit which would be assessed had the building been completed), will be required.

    a) The Site Plan which was reviewed and approved at the Meeting of the Plan Commission.
    b) The Floor plan and building elevations which were reviewed and approved at the Meeting of the Plan Commission.
    c) The Landscaping Plan which was reviewed and approved at the Meeting of the Plan Commission.
    d) The Lighting Plan which was reviewed and approved at the Meeting of the Plan Commission Meeting. (The Plan Commission directed that light trespass at the property line will not be allowed in excess of the standards set forth in §66.0809 of the Municipal Code. Prior to the time that any exterior lighting is installed a lighting contractor must provide written verification to the Village Administrator that there will be no light trespass issues, and Dark Skies Initiatives will be complied with.)
    e) The Parking Plan which was reviewed and approved at the Meeting of the Plan Commission. (The Plan Commission did note that they are in the process of developing a Village-Wide Parking Plan, and, therefore, any and all parking issues which are identified will be evaluated in approximately one year.)
    f) The Drainage, Grading and Utilities Plans which were reviewed at the Meeting of the Plan Commission. In accord with the Plan Commission's directives, these plans must be approved by Village staff members and the Village's Engineer.
    g) Approved building materials and colors:
        1. Siding Type:
           Color:
        2. Balconies: Material
        3. Trim: Material
        4. Shingles: Style
           Color:

SECTION 3. AS TO THE DEVELOPER'S REQUEST FOR A CONDITIONAL USE PERMIT WHICH ALLOWS CONSTRUCTION OF ON PARCEL NO. 181-:

On a public hearing was held to consider the Developer's request for a Conditional Use Permit to construct the previously mentioned development on Parcel No. 181-, and in accord with §66.0310 of the Municipal Code for the Village of Sister Bay, that request was granted. At that time the following conditions were imposed:

a) The Fire Chief must confirm in writing that access to the property meets the requirements of the Sister Bay-Liberty Grove Fire Department.
b) If blasting is required, before any blasting is done all properties within 600' of property boundary line must be televised. Further, "before" and "after" videotaping of all adjoining structures within 600' of the blast site shall occur. Prior to the time that videotaping is done notice shall be mailed to all owners of structures within 600' of the blast site in accord with State regulations.
c) Prior to the time that construction commences, photos must be taken of the existing vegetation on the perimeter of Parcel No 181- , and before an Occupancy Permit will be issued, all that vegetation must be replaced with like vegetation.
d) The Drainage and Utility Plans for the development must be approved by the Village's Engineer and Village staff members.

SECTION 4. REPRESENTATIONS AND WARRANTIES OF THE DEVELOPER:

The Developer makes the following representations and warranties. The Village may rely upon those representations and warranties when entering into this and all other agreements with the Developer, and also may rely on them when granting approvals, permits and licenses for the development:

1. The Developer is a limited liability company, duly organized and existing in good standing under the laws of the State of Wisconsin.

2. There are no lawsuits filed or pending, or to the knowledge of the Developer, threatened against the Developer that may in any way jeopardize or materially and adversely affect the ability of the Developer to perform its obligations hereunder.

3. The Developer has, at this time, and will have so long as this Development Agreement continues in effect, project-financing commitments sufficient to provide available funds for the completion of the Developer's obligations under this Development Agreement.

4. The Developer represents that it will make every effort to seek bids from Door County contractors and building material suppliers to construct the improvements on the property, and will appropriate bidding laws as governed by the State of Wisconsin.

SECTION 5. PROJECT PHASING:

1. The Developer acknowledges that the time period of validity for the Zoning Permit is for a period of twenty-four (24) months from the date of issuance.

2. The Developer acknowledges that the time period for a Building Permit is under the control of the Building Inspector.

3. The Developer acknowledges that the total development will be completed by _____.

SECTION 6. OCCUPANCY PERMITS:

It is expressly understood and agreed that no Occupancy Permits will be issued unless and until the Village has determined that:

a) The terms of Sections 1, 2 and 3 of this Agreement have been satisfied. Notwithstanding the foregoing, the Village will grant and issue Occupancy Permits for each of the buildings within the development as they are completed.

b) The Developer has paid all permit fees, impact fees, and connection fees in full and has reimbursed the Village for administrative costs as required and in effect at the time of this agreement.

c) All destroyed trees, brush, tree trunks, shrubs and other natural growth and all rubbish are removed from the development and disposed of lawfully.

d) The Developer is not in default on any aspect of this Agreement.

e) As a condition for issuance of Occupancy Permits for each phase of development, all aspects of the project must be in compliance with any and all applicable Fire and Building Codes, as well as all applicable Codes and regulations, including "as-builts".

f) The site grading and construction of surface and storm water drainage facilities required to serve such unit(s), with the exception of the rain garden water quality control basin for each unit, are completed, are connected with an operating system as required herein, are cleaned as needed, and have been accepted by the Village Board.

SECTION 7. PRIVATE AND PUBLIC IMPROVEMENTS:

It is the intent that the Developer will construct and dedicate to the Village the specifically itemized public improvements listed below. If the Village were to require any additional public improvements at a later date, the cost of such improvements would be reimbursed to the Developer for 100% percent of such costs incurred, either directly or from the proceeds of a TIF.

A. PUBLIC STREETS: N/A.

B. SURFACE AND STORM WATER DRAINAGE:

The Developer hereby agrees that:

1. Prior to the start of construction of improvements, the Developer shall provide to the Village written certification from its Engineer that all surface and storm water drainage facilities and erosion control plans are in conformance with all federal, state, county and Village regulations, guidelines, specifications, laws and ordinances, and provide written proof that the Village's Engineer has reviewed and approved said plans.

2. The Developer agrees that the site grading and construction of surface and storm water drainage facilities for the property must be completed and accepted by the Village before Occupancy Permits will be issued. The Village will not accept the surface and storm water drainage system until the entire system is installed in accord with the previously mentioned plans and specifications, and the system meets the satisfaction of the Village Administrator and the Village's Engineer.

3. The Village retains the right to require the Developer to install additional surface and storm water drainage measures if it is determined by the Village's Engineer that the original surface and storm

water drainage plan as designed and/or constructed does not provide reasonable storm water drainage within the development.

C. GRADING, EROSION AND SILT CONTROL:

The Developer hereby agrees that:

1. The Developer shall cause all grading, excavation, open cuts, side slopes and other land surface disturbances to be seeded and mulched, sodded or otherwise protected in such fashion that erosion, siltation, sedimentation and washing are prevented in accord with the plans and specifications reviewed and approved by the Village's Engineer, the Wisconsin Department of Natural Resources, and the Army Corps of Engineers, if applicable.

2. All disturbed areas shall be restored to the satisfaction of the Village's Engineer.

D. LANDSCAPING AND SITE WORK:

The Developer hereby agrees that:

1. It will preserve to the maximum reasonable extent possible existing trees, shrubbery, vines, and grasses not actually lying on the public streets, drainage ways, building foundation sites, private driveways, soil absorption waste disposal areas, paths and trails by use of sound conservation practices.

2. It will be required to remove and lawfully dispose of building foundation materials, destroyed trees, brush, tree trunks, shrubs and other natural growth as well as all rubbish. The Village will require the Developer's contractor, who is responsible for the debris, to clean up the same and recycle all material or dispose of it at a local recycling facility. Specific construction debris which shall be recycled will include, but not be limited to lumber, aluminum, pallets, shingles and cardboard. The Developer will have ultimate responsibility for cleaning up debris that has blown from the building(s) under construction. The Developer and/or subject contractor shall clean up the debris within twenty-four (24) hours after receiving a notice from the Village. If, after notification, the debris is not cleaned up in the specified time period, the Village will do so at the Developer's and/or subject contractor's expense.

3. Landscaping, construction of rain gardens for a particular building and removal of unwanted items must be completed and certified as complete by the Village for each particular building within the development within six (6) months of occupancy for that particular building or buildings. Any plants, trees or other screening vegetation required by the Development Agreement must also be maintained and replaced while this Development Agreement is in effect.

4. The Village has the right to trim and remove any foliage which would interfere with safe operation and maintenance of the Village rights-of-way and drainage ways.

E. SIGNAGE, STREET SIGNS AND TRAFFIC CONTROL SIGNS:

The Developer hereby agrees that:

1. Business related signage is not part of this approval and must be applied for separately. Further, any representation of business signage on the approved plans is representative only, and is not approved as part of this Agreement.

2. Street signs, traffic control signs, posts and guardrails as required by the Village's current requirements shall be obtained and placed by the Village, or by the Developer with approval of the Village, and the cost thereof shall be paid by the Developer.

3. All traffic control signs and street signs, as required by the Village will be installed within three (3) working days of the placement of the first lift of asphalt.

F. WATER MAIN AND SANITARY SEWER MAIN SYSTEM:

The Developer hereby agrees that water main and sanitary sewer main system improvements shall be constructed in accord with the following specifications and are subject to approval by the Village's Engineer :

a) The Village of Sister Bay Engineering Design Manual dated June 18, 2008.
b) The Standard Specifications For Sewer and Water Construction in Wisconsin, Fifth Edition, March 1, 1988, as amended January 1, 1992.
c) The Wisconsin Construction Site Best Management Practice Handbook for Erosion Control.
d) The State of Wisconsin, Department of Transportation Standard Specifications for Highway and Structure Construction, 1996 and supplemental specifications, or the recent edition.

1. A Sewer and Water Plan must be submitted to the Village's Utilities Department which shows where every water main and every sewer main as well as every service lateral is located, and that plan must also depict the designated water meter locations. The Developer must also provide calculations which depict WSFU's (Water Supply Fixture Units) and DFU's (Drainage Fixture Units) for each metered location in order to enable the Utilities Department personnel to determine the applicable Impact and Hook-up Fees. The Developer must also install and connect its sanitary and water connections to the Village's system in accord with the plans and specifications on file in the Village Administration Office.

2. The Developer agrees to do all the public and private infrastructure construction in accord with the Village's various Codes, including but not limited to the Utility Code, the Land Division Code, and the Development Standards delineated on Exhibit B, which is attached to this document. Upon completion of all construction the Developer shall provide the Village with "as built" plans. The Developer agrees that all underground piping, regardless of type or location, shall be marked with locating wire according to accepted standards. The Developer agrees that all improvements within the public right-of-way or public easements will be inspected by Village Inspectors at its expense.

G. EXISTING INFRASTRUCTURE

The Developer is responsible for replacement of any infrastructure that is removed or damaged. The extent of the required work will be determined by the Village Board.

H. ADDITIONAL IMPROVEMENTS:

The Developer hereby agrees that if, at any time after plan approval and during construction, the Village's Engineer reasonably determines that modifications to the plans, including additional improvements such as additional drainage ways, erosion control measures, and surface and storm water management measures are necessary in the interest of public safety, or in order to comply with current laws or implementation of the original intent of the improvement plans, the Village is authorized to order the Developer, at Developer's expense, to implement the same within the development area on the property. If the Developer fails to construct the additional improvements within a reasonable time

under the circumstances, the Village may cause such work to be carried out and will charge the Developer for the related costs.

SECTION 8. SITE SPECIFIC REQUIREMENTS:

1. The Developer shall maintain continuous access around the building and to any fire hydrants as required by the current Zoning Code and as directed by the Fire Department and Water Utility, and the developer shall dedicate an easement for the water main(s) to the Village upon completion and acceptance of all required work. The developer shall confirm the designated location of the main(s) and hydrants with the Sister Bay Water and Sewer Utility and the Sister Bay Liberty Grove Fire Department before installing any of that equipment. These approvals shall be obtained before any building construction starts, and the hydrant(s) shall be accepted and placed in service before any above ground building framing begins.

2. The Developer agrees to bury all electric, telephone and cable television lines from existing wooden poles or underground service to the buildings.

3. In accord with Village regulations liquid propane tanks shall either be buried, or, if above ground, screened, but in all instances the tanks must be place in a location approved by the Fire Department and the Plan Commission. The tank and line locations must also be registered with Door County officials.

4. As per the requirements of §66.0710(b) of the Zoning Code the Village agrees that the general contractor working on the development will be allowed a temporary construction sign on the property equal to 24 square feet per side.

SECTION 9. ACCEPTANCE OF WORK AND DEDICATION:

When the Developer has completed the improvements herein required and has dedicated the same to the Village as set forth herein, the same shall be accepted by the Village Board if the improvements have been completed as required by this agreement and as required by all federal, state, county or Village guidelines, specifications, regulations, laws and ordinances and have been approved by the Village's Engineer.

SECTION 10. APPROVAL BY VILLAGE NOT TO BE DEEMED A WAIVER:

The ultimate responsibility for the proper design and installation of streets, water facilities, drainage facilities, ditches, landscaping and all other improvements are upon the Developer. The fact that the Village or its Engineer, or its attorney, or its staff may approve a specific project shall not constitute a waiver, or relieve the Developer from the ultimate responsibility for the design, performance and function of the development and related infrastructure based on the conditions at the time of installation.

SECTION 11. SETBACK AGREEMENT: N.A.

SECTION 12. DEVELOPER'S GUARANTEES OF IMPROVEMENTS: N.A.

SECTION 13. VILLAGE RESPONSIBILITY FOR IMPROVEMENTS: N.A.

SECTION 14. RISK OF PROCEEDING WITH IMPROVEMENTS PRIOR TO APPROVALS OF A CERTIFIED SURVEY MAP: N.A.

SECTION 15. CONSTRUCTION PERIOD FINANCIAL GUARANTEE: N.A.

SECTION 16. NOISE AND HOURS OF OPERATIONS:

1. During the construction period the Developer shall make every effort to minimize noise, dust and similar disturbances, recognizing that the development is located near existing residences. The project construction or demolition may only occur between the hours of 7:00 a.m. and 9:00 p.m. on weekdays and Saturdays, and 9:00 a.m. and 9:00 p.m. on Sundays. Grading, excavation, blasting, demolition, roadway construction or underground utility construction shall only occur between the hours of 8:00 a.m. and 9:00 p.m. on weekdays except in cases of urgent necessity in the interest of public health and safety. If the Village Administrator determines that the public health and safety will not be impaired by these activities he/she may grant permission for such work to be done during other hours on application being made at the time the permit for the work is awarded or during the progress of the work. Blasting mats, or other established method, shall be used to prevent flying debris resulting from the blasting operation. Not less than 24 hours before blasting the Developer and the contractor shall notify all owners of residences and businesses near the work area of the contractor's intent to blast. If blasting is required, "before" and "after" videotaping of all adjoining structures within 600' of the blast site shall occur. Prior to the time that videotaping is done notice shall be mailed to all owners of structures within 600' of the blast site in accord with State regulations.

2. No *exterior* construction work will be allowed to occur on the property which is the subject of this Development Agreement between June 30th and Fall Fest weekend, and the exterior of the property must also be free of unsightly construction materials or equipment during that time period. Further, no construction work whatsoever will be allowed to occur on the property during Marina Fest, Fall Fest, the "Capture The Spirit" Tree Lighting Ceremony or any other festival or event listed in the Sister Bay Advancement Association brochure.

3. Developer agrees, by mutual consent, that outdoor music, amplified or otherwise, shall not begin before 12:00 noon, and shall end no later than 10:00 P.M. Developer agrees that noise trespass from a point measured from 25' from the lot line shall not exceed 75 decibels between 10:00 P.M. and 9:00 A.M. regardless of the source of the noise emanating from the property. Noise sources could include, but are not limited to; patrons, musicians, kitchen operations, staff, garbage disposal, and/or performances either live or recorded.

   The Parks Committee must grant approval of any special event held on the property for outdoor music to be played until 11:00 P.M.

SECTION 17. CONDITIONS OF ALL OBLIGATIONS OF THE PARTIES UNDER THIS DEVELOPMENT AGREEMENT:

As a condition to each and all of the covenants, agreements and other obligations of the Village under this Development Agreement, all of the following, in addition to all other requirements and conditions set forth in this Development Agreement must occur:

a) All representations and warranties of the Developer set forth in this Development Agreement and in all agreements expressly referred to herein shall at all times be true, complete and correct;

b) All covenants and obligations of the Developer under this Development Agreement must be duly and substantially performed, observed, satisfied and paid, when and as required herein;

c) There must be no event of default;

d) There must be no material adverse change in the financial condition of the Developer which might impair its ability to perform its obligations under this Development Agreement.

SECTION 18. DEFAULT/REMEDIES:

1. An event of default, (hereafter referred to as "event of default" is any of the following:

a) A failure by the Developer to cause substantial completion of the improvements or any part thereof to occur, pursuant to the terms, conditions and limitations of this Development Agreement; or a failure of either party to perform or observe any and all covenants, conditions, obligations or agreements on its part to be observed or performed when and as required under this Development Agreement within thirty (30) days of notice of the failure to the Developer;

b) A failure by the Developer to pay any amount when and as due to the Village within ten (10) days of notice of such failure to the Developer;

c) The Developer becomes insolvent or is the subject of bankruptcy, receivership or insolvency proceedings of any kind; or,

d) The dissolution or liquidation of the Developer, or the commencement of any proceedings therefore.

2. Whenever an event of default occurs and is continuing, the non-breaching party may take any one or more of the following actions without waiving any rights or remedies available to it:

a) Immediately suspend its performance under this Development Agreement from the time any notice of an event of default is given until it receives assurances from the breaching party deemed adequate by the non-breaching party, that the breaching party will cure its default and continue its due and punctual performance under this Development Agreement; or,

b) Commence legal or administrative action, in law or in equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement or covenant of the breaching party under this Development Agreement; or,

c) Perform or have performed all necessary work in the event the non-breaching party determines that any event of default may pose an imminent threat to the public health or safety, without any requirement of any notice whatsoever.

3. No remedy or right conferred upon or reserved to a party in this Development Agreement is intended to be exclusive of any other remedy or remedies, but each and every such right and remedy shall be cumulative and shall be in addition to every other right and remedy given under this Development Agreement now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

4. In the event any warranty, covenant or agreement contained in this Development Agreement should be breached by a party and thereafter waived by the other, such waiver shall be limited to the particular breach so waived, and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

5. Whenever any event of default occurs and a party incurs attorney's fees, court costs and other such expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on the part of the other herein contained, the prevailing party shall be reimbursed the actual attorney's fees, court costs and other such expenses incurred by such prevailing party.

SECTION 19. PERMITTED DELAYS: N/A

SECTION 20. ADDITIONAL PROVISIONS:

1. All exhibits and other documents attached hereto or referred to herein are hereby incorporated into and shall become a part of this Development Agreement.

2. Nothing herein shall be construed or interpreted in any way to waive any obligation or requirement of the Developer to obtain all necessary approvals, licenses and permits from the Village in accord with its usual practices and procedures; including, without limitation, requiring the Developer to enter into a formal Development Agreement or similar document. Further, this agreement will not limit or affect in any way the right and authority of the Village to approve or disapprove any and all plans and specifications, or any part thereof, or to impose any limitations, restrictions and requirements on the development, construction and/or use of the development as a condition of any such approval, license or permit.

3. Any notice required hereunder shall be given in writing, signed by the party giving notice, personally delivered or mailed by certified or registered mail, return receipt requested, to the parties' respective addresses as follows:

Village Administrator
Village of Sister Bay
P.O. Box 769
2383 Maple Drive
Sister Bay, WI 54234

SECTION 21. PAYMENT OF COSTS, INSPECTION & ADMINISTRATIVE FEES:

The Developer shall pay and reimburse the Village promptly upon billing for all fees, expenses, costs and disbursements which shall be incurred by the Village in connection with the development or relative to the construction, installation, dedication and acceptance of the improvements covered by this agreement, including without limitation by reason of enumeration, design, engineering, review, supervision, inspection and legal, administrative and fiscal work. If a Developer's attorney contacts the Village Attorney and additional legal fees are incurred, the Developer will be billed for any and all additional legal fees. Any such charge not paid by Developer within forty-five (45) days of being invoiced may be assessed against the property as a special charge pursuant to §66.0627 of the Wisconsin Statutes.

SECTION 22. GENERAL INDEMNITY:

The Developer will indemnify and hold harmless the Village, its governing body members, officers, agents, including the independent contractors, consultants and legal counsel, servants and employees

thereof (hereafter, for purposes of this paragraph, collectively referred to as the "Indemnified Parties") against any loss or damage to property or any injury to or death of any person occurring at or about or resulting from any breach of any warranty, covenant or agreement of the Developer under this Development Agreement, and the development of the property; provided that the foregoing indemnification shall not be effective for any willful acts of the Indemnified Parties. Except for any willful misrepresentation or any willful misconduct of the Indemnified Parties, the Developer will protect and defend the Indemnified Parties from any claim, demand, suit, action or other proceeding whatsoever by any person or entity whatsoever arising or purportedly arising from the action or inaction of the Developer, (or other persons acting on its behalf or under its direction or control), under this Development Agreement, or the transactions contemplated hereby or the acquisition, construction, installation, ownership and operation of the Development Project and the property. All covenants, stipulations, promises, agreements and obligations of the Village contained herein shall be deemed to be covenants, stipulations, promises, agreements and obligations of the Village and not of any governing body, member, officer, agent, servant or employee or the Village. All covenants, stipulations, promises, agreements and obligations of the Developer contained herein shall be deemed to be covenants, stipulations, promises, agreements and obligations of the Developer and not of any of its officers, owners, agents, servants or employees. (Please refer to the Liability Insurance and Bond Specifications for Construction Projects which is attached to this Development Agreement.)

SECTION 23. INSURANCE:

The Developer, its contractors, suppliers and any other individual working on the Subject Lands shall maintain at all times until the expiration of the guarantee period, insurance coverage in the forms and in the amounts as required by the Village.

Nothing contained within this agreement is intended to be a waiver or estoppels of the contracting municipality or its insurer to rely upon the limitations, defenses, and immunities contained with Wisconsin law, including but not limited to, those contained within Wisconsin Statutes Section 893.80, Section 895.52 and Section 345.05. To the extent that indemnification is available and enforceable, neither the municipality nor its insurer shall be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

SECTION 24. EXCULPATION OF VILLAGE CORPORATE AUTHORITIES:

The parties mutually agree that the Village President and/or the Village Clerk will enter into and are signatory to this agreement solely in their official capacity and not individually, and neither of them shall have any personal liability or responsibility hereunder. Any personal liability as may otherwise exist for the Village President and/or the Village Clerk with respect to the development is hereby expressly released and/or waived.

SECTION 25. GENERAL CONDITIONS AND REGULATIONS:

All provisions of the Village Ordinances are incorporated herein by reference, and all such provisions shall bind the parties hereto and be a part of this agreement as fully as if set forth at length herein. This agreement and all work and improvements required hereunder shall be performed and carried out in strict accordance with and subject to the provisions of said Ordinances.

SECTION 26. ZONING:

The Village does not guarantee or warrant that the subject lands of this agreement will not at some later date be rezoned, nor does the Village herewith agree to rezone the lands into a different zoning district. It is further understood that any rezoning that may take place shall not void this agreement.

SECTION 27. COMPLIANCE WITH CODES AND STATUTES:
The Developer shall comply with all current and future applicable Codes of the Village, County, State and federal government and, further, Developer shall follow all current and future lawful orders of all duly authorized employees and/or representatives of the Village, County, State or Federal Government.

SECTION 28. AGREEMENT FOR BENEFIT OF PURCHASERS: N/A

SECTION 29. ASSIGNMENT:
The Developer shall not transfer, sell, or assign the property or assign this Development Agreement or its obligation hereunder without the express prior written consent of the Village until the Developer has fully complied with its obligations under this Development Agreement. Any such consent requested of the Village prior thereto may be withheld, conditioned or delayed for any reasonable reason. If assignment does occur, the assignee must agree to all terms and conditions of this document in writing.

SECTION 30. PARTIES BOUND:
This Development Agreement shall be binding upon the parties hereto and their respective representatives, successors and assigns, and any and all future owners of the property or any portion thereof, and their respective heirs, representatives, successors and assigns.

SECTION 31. AMENDMENTS:
The Village and the Developer, by mutual consent, may amend this Development Agreement at any meeting of the Village Board. The Village Board shall not, however, consent to an amendment until after first having received a recommendation that the amendment shall be made from the Village's Plan Commission. If the Developer requests an amendment and the Village incurs related legal fees the Developer will be billed for those fees.

SECTION 32. DURATION:
The Developer acknowledges that the requirements regarding the operation and maintenance of the development as fully described above shall continue and not expire. The Developer acknowledges that the Village may from time to time establish new zoning, utility, storm water and other requirements or standards that apply to similarly situated properties which, if applicable, shall apply to this project. The Developer may petition the Village Board to cancel or eliminate the requirements of the Agreement. Prior to considering the petition, the Board shall ask the Plan Commission to conduct a public hearing and make a recommendation regarding the petition. The Board may cancel the Agreement if it determines that there is no further value or need for the Developer to comply with its requirements.

IN WITNESS WHEREOF, the Developer and the Village have caused this Agreement to be signed by their appropriate officers and their corporate seals to be hereunto affixed in three original counterparts the day and year first above written.

DEVELOPER:

By: _____

STATE OF WISCONSIN)
) ss:
COUNTY OF DOOR)

Personally came before me this _____ day of _____, 20xx, the above named , authorized signatory for , to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, State of WI
My commission expires: _____

VILLAGE OF SISTER BAY
By:

_____
xxxxxxxxxx
Village President

_____
xxxxxxxxxxx
Deputy Village Clerk

STATE OF WISCONSIN)
) ss:
COUNTY OF DOOR)

Personally came before me this _____ day of _____, 20xx, the above named xxxxxxxxx, Village President, and xxxxxxxxxxx, Deputy Village Clerk of the above-named municipal corporation, to me known to be the persons who executed the foregoing instrument and to me known to be the Village President and Deputy Village Clerk of said municipal corporation, who acknowledged that they executed the foregoing instrument as such officers as the deed of said municipal corporation by its authority and pursuant to the authorization by the Village Board from their meeting on the xxth day of xxxxxxxxxxx, 20xx.

_____
Notary Public, State of WI
My commission expires: _____

Approved As To Form:

_____
Village Attorney

EXHIBIT A
PROPERTY DESCRIPTION

Village of Sister Bay Tax Parcel No. 181-
Property Address:

EXHIBIT B
VILLAGE OF SISTER BAY DEVELOPMENT STANDARDS

1. INTRODUCTION

The detailed standards for the design and construction of all improvements required in this exhibit shall conform to the Village of Sister Bay Engineering Design Manual, adopted by the Board of Trustees and all future amendments thereof.

The Developer is responsible for seeing that the following requirements, improvements, and/or plans are prepared and must also satisfy the following conditions:

2. DEVELOPMENT GRADING AND DRAINAGE

a) Required Improvements: Design, install, and provide grading of land as necessary to establish lot pads for future buildings, provide adequate drainage to prevent flooding, accept upstream runoff, and safely discharge runoff downstream to avoid property damage.

b) Plans and Specifications:

1. A Grading and Drainage Plan shall be prepared showing 2' contours for both existing and proposed condition, and proposed finished yard grades.

2. A System Plan showing all tributary areas to the proposed drainage and downstream analysis. Included on the System Plan shall be all proposed and existing drainage structures.

3. A Building Grade Plan showing only minimum setback, offset dimensions, and proposed building grades.

4. A Storm Water Management Plan which meets current Village storm water requirements along with the DNR Chapter 151 storm water requirements.

5. An As-Built Grading Plan which certifies that all grading was performed in accord with the approved Grading and Drainage Plans. All grades shall be with +.3' of proposed grade. Certification shall be performed after topsoil installation. The plan shall be prepared by a consulting engineer, selected by and reimbursed by the Developer.

c) Prior to the installation of any public improvements, the Developer shall perform rough grading, including planned street areas and drainage swales.

d) Establish permanent vegetative cover on all exposed soil by applying topsoil, seeding, and mulching to prevent erosion. A permanent lawn shall be established for each building within one year after the issuance of the Occupancy Permit.

e) The Developer, at his expense, shall provide detailed soil analysis and compaction results prepared by a competent Soils Engineer for all areas requiring fill. The results shall be submitted to the Village Engineer as soon as they are available.

f) The Developer is responsible for restoring all damage to finish grades and vegetative cover caused, but not restored by, utility companies.

g) If soil borings determine that the existing soil material on site is unsuitable for structural areas such as road or building construction, the Developer shall remove the material and replace it with approved engineered fill.

h) After site grading is completed, the Developer shall place 3" of topsoil on all exposed soil and seed, fertilize and mulch it.

3. STORM DRAINAGE SYSTEM

a) Required Improvements: Design, install, and provide a complete storm drainage system, including culverts, curb and gutter, storm sewer and/or open ditches as required to adequately convey surface water from and through the development.

b) Plans and Specifications::

1. Storm Sewer Plans showing plan and profile views.

2. Storm sewer calculations in compliance with the Department of Natural Resources NR 151 requirements.

3. Storm Sewer System Plan updates.

c) Additional considerations will be required on all ditch slopes exceeding five percent. All areas within drainage easements shall have a minimum one percent slope. Ditch slopes with less than one percent will require storm sewer.

d) The permanent maintenance of the storm water detention facility shall be the responsibility of the Developer.

e) The permanent maintenance of all drainage swales shall be vested with the Developer.

4. EROSION AND RUN-OFF CONTROL

a) Required Improvements: Installation and construction of Best Management Practices in the proposed development that shall conform with the most current edition of the Wisconsin Department of Natural Resources publication, "Wisconsin Construction Site Best Management Practice Handbook."

b) Plans and Specifications: Control plan for land-disturbing activities showing existing contours at least 200' into adjacent parcels. This plan will show locations and dimensions of all construction site management measures to control erosion and sedimentation.

c) The Developer shall not commence land-disturbing activities until all erosion control measures are installed and approved by the Village. An Erosion Control Permit must be obtained, which requires the Developer to construct and maintain such measures in conformance with the Village's erosion control ordinance.

d) Both during and after construction, the surface of exposed bare soils shall be protected by mulches and perennial grasses. This does not apply to the immediate building site area as there could people and equipment working in and around the perimeter of a new structure.

5. SANITARY SEWER

a) Required Improvements: Design, install, and provide a complete sanitary sewer system designed to meet the ultimate needs of this development and all tributary areas, in accord with the Village's Sanitary Sewer System Plan with rules, regulations and procedures of the Village, and the State of Wisconsin Department of Natural Resources.

b) Plans and Specifications:

1. Sanitary Sewer Plans, specifications, design calculations, and copies of all easements.

2. The Developer is to furnish "as-built" plans of the entire system on Mylar, including location and elevation of laterals to mains.

3. Sanitary sewer system plan updates.

4. All reports required by the State of Wisconsin.

5. Separate sanitary sewer easements, where appropriate, shown on the plat.

c) Installation of one sanitary sewer lateral from the sanitary sewer main to the property line for each proposed building.

6. WATER

a) Required Improvements: Design, install, and provide a complete water distribution system designed to meet the ultimate needs of this development and all tributary areas, in accord with the Village's Water Main System Plan and the rules, regulations, and procedures of the Village and the State of Wisconsin Department of Natural Resources.

b) Plans and Specifications:

1. Water Main Plans, specifications, design calculations, and copies of all Easements.

2. The Developer shall furnish "as-built" plans of the entire system on Mylar, including hydrant and valve locations, and the location and elevation of laterals to the lot lines.

3. Separate water main easements for each parcel, where appropriate, recorded on the plat.

c) Upon completion, furnish and provide to the Village a complete summary of the actual construction costs for water distribution, itemized in sufficient detail to satisfy the requirements of the Public Service Commission of the State of Wisconsin in establishing or revising a rate base.

d) Installation of one water lateral from the water main to the property line, for each proposed building.

e) Provide hydrant marker flags for each installed fire hydrant.

7. STREETS

a) Required Improvements: A 22-foot paved asphalt pavement. The pavement section shall be comprised of an 8" crushed stone base, pavement edge drains, 1½" asphalt binder course and a 1½" layer of asphalt surface course.

b) Plans and Specifications:
   1. Street plans, including plan and profile view, road cross-section and specifications.
   2. Pavement design calculations.
   3. Proposed established street grade drawing.

c) The initial binder course shall be installed prior to approval of the first Occupancy Permit, and the final surface course shall be installed at such time as homes representing 90% of the units are issued Occupancy Permits, or as directed by the Village. Surface course shall be laid no later than one year after 90% occupancy.

d) Clean up, repairs, and restoration of all pavement, sub grade, shoulder, or curb and gutter defects shall be performed prior to the placement of the final asphalt surface course.

e) If directed by the Village Engineer, soil borings shall be taken within the roadway at sufficient intervals to determine sub-base composition. If material is determined unsuitable for a stable road base, the material shall be removed and replaced with material approved by the Village Engineer.

f) The Developer shall repair all damage to Village streets caused by construction operations.

g) Developer shall arrange for installation of approved street signs.

h) Provide Class III barricades at all dead end streets.

8. MISCELLANEOUS

The term "the Developer" as used in the context of these deed restrictions shall mean the Developer, his heirs, personal representatives, successors and assigns.

The Developer:

a) Will be responsible for preserving existing trees, brush, or shrubs, not approved for removal. If unauthorized removal occurs, landscaping will be replaced at the Developer's expense.

b) Shall acquire all required underground utility easements. All sanitary, drainage, and other public utility easements must be shown on the Certified Survey Map or Plat for the property which is the subject of this Development Agreement. If required easements are omitted, or errors are detected on the Plat, the Developer shall make all necessary modifications to the plat at his expense.

c) Must see that all electric, telephone and cable television service lines are installed underground.

d) See that a copy of the approved Grading Plans referred to in the Development Agreement is on file at the office of the Village's Engineer.

e) Must obtain all applicable permits from the Village and/or the State of Wisconsin before any type of improvements are installed on the public street right-of-way (walks, drives, sprinkler systems, etc.).

f) Shall provide certification from a registered land surveyor or professional engineer that the final grade along all lot lines, in the invert of all drainage swales, building pads, and at other critical locations as determined by the Village Engineer, complies with the approved Grading Plan. Such certification shall be on a plan copy with the elevations as existing so indicated. All such elevations shall be within plus or minus 0.3 feet of the accepted grading plan elevations. If not in compliance, appropriate regrading shall be performed

g) Must see that a driveway approach which complies with the provisions of Chapter 66 of the Sister Bay Municipal Code is installed to service the parcel which is the subject of this Development Agreement within one year after the issuance of the Occupancy Permit. A permit from the Village is required for this construction.

9. SPECIFICATIONS

The improvements shall be constructed in accord with the following specifications.

a) The most recent edition of the Village of Sister Bay Engineering Design Manual.

b) Standard Specifications for Sewer and Water Construction in Wisconsin, Fifth Edition, March 1, 1988, and as amended January 1, 1992.

c) The Wisconsin Construction Site Best Management Practice Handbook for Erosion Control.

d) State of Wisconsin, Department of Transportation Standard Specifications for Highway and Structure Construction, 1996 and supplemental specifications.

10. SPECIAL PROVISIONS

The development process shall strictly conform to the conditions set forth in the Development Agreement. Request for final plat approval is subject to the Village Engineer's certification that all public improvements required to be installed are satisfactorily completed.

Approved by:

_____ _____

Date

Village Engineer

Liability Insurance and Bond Specifications For Construction Projects

I. INSURANCE REQUIREMENTS FOR ARCHITECTS, CONSULTING ENGINEERS AND DESIGN/BUILD CONTRACTORS:

A. Minimum Scope and Limits

1. **Architects, Consulting Engineers and Design/Build Contractors Errors & Omissions Liability Coverage**, with a minimum limit of $1,000,000 per claim, $2,000,000 annual aggregate. This insurance shall be maintained for at least two years after completion of the project.

2. **Commercial General Liability Coverage** together with excess or umbrella liability with limits of no less than the following:

a. Each Occurrence Limit $2,000,000
b. General aggregate limit (Other than Products – Completed Operations) Per Project $5,000,000
c. Products – Completed Operations Aggregate Per Project $5,000,000
d. Personal and Advertising Injury Limit Aggregate $5,000,000

3. **Automobile Liability** together with excess or umbrella coverage with minimum limits of $1,000,000 combined single limit per accident for bodily injury and property damage, provided on a Symbol 1 – Any Auto basis.

4. **Workers' Compensation** as required by the State of Wisconsin, and Employers Liability insurance with sufficient limits to meet underlying Umbrella Liability insurance requirements.

5. See requirements under Section II for Design/Build Contractors and Section IV for Architects, Consulting Engineers and Design/Build Contractors and General Contractors.

II. INSURANCE REQUIREMENTS FOR GENERAL CONTRACTORS AND DESIGN/BUILD CONTRACTORS – LIABILITY & PROPERTY

A. **Commercial General Liability Coverage** together with excess or umbrella liability policies including coverage for Products Liability, Completed Operations, Contractual Liability and XCU coverage with the following minimum limits:

1. Each Occurrence Limit $2,000,000
2. General Aggregate Limit (Other Than Products – Completed Operations) Per Project $5,000,000
3. Products – Completed Operations Aggregate - Per Project $5,000,000
4. Personal and Advertising Injury $5,000,000

B. **Automobile Liability Coverage** together with excess or umbrella liability policies with minimum limits of $1,000,000 combined single limit per accident for bodily injury and property damage, provided on a Symbol 1 – Any Auto basis.

C. **Workers' Compensation** as required by the State of Wisconsin, and Employers Liability Insurance with sufficient limits to meet underlying excess or Umbrella Liability Insurance requirements.

D. **Aircraft Liability and Watercraft Liability.** If the project work includes the use of, or operation of, any aircraft or watercraft, then Aircraft, Helicopter and Watercraft Liability Insurance must be in force with a limit of $2,000,000 per occurrence for bodily injury and property damage.

E. **Pollution Liability.** $1,000,000 each occurrence/aggregate.

F. **Property Coverage.** (To be provided by Contractors & Design/Build Contractors)

1. The Contractor shall determine the amount of perils coverage and what policy form is necessary to complete the project, should a loss of any type occur, and that coverage must also meet the requirements of the Contractor's performance bonding company.

2. The covered property will include property in transit, property stored on the project work sites, and property stored off the project work sites.

3. The municipality, architect, engineer and subcontractors shall be added as loss payees to the policy.

G. **Bond Requirements**

1. **Bid Bond.** The contractor will provide to the owner a Bid Bond, which will accompany the bid for the project. The Bid Bond shall be equal to Five Percent (5%) of the contract bid.

2. **Payment and Performance Bond.** If awarded the contract, the contractor will provide to the owner a Payment and Performance Bond in the amount of contract price, covering faithful performance of the contract and payment of obligations arising thereunder as stipulated in the bidding requirements or specifically required in the contract documents on the date of the contract's execution.

3. **Acceptability of Bonding Company.** The Bid, Payment and Performance Bonds shall be placed with a bonding company with a *Best Insurnace*

Reports rating of no less than "A" and a Financial Size Category of no less than "Class V".

H. See requirements under Section IV.

III. INSURANCE REQUIREMENTS FOR SUB-CONTRACTORS

A. All sub-contractors shall be required to obtain at least Commercial General Liability, Automobile Liability, Workers' Compensation, and Employers' Liability Insurance. The insurance coverages shall be as broad as those noted for Contractor requirements contained in Section II above.

IV. APPLICABLE TO ARCHITECTS, CONSULTING, ENGINEERS, GENERAL CONTRACTORS & DESIGN/BUILD CONTRACTORS

A. Acceptability of Insurers. Insurance shall be placed with insurers who have a *Best's Insurance Reports* rating of no less than A and a Financial Size Category of no less than Class VI, and who are authorized as an admitted insurance company in the State of Wisconsin.

B. Certificates of Insurance and Additional Insured Policy Endorsements acceptable to the municipality shall be submitted prior to commencement of the work.

STAFF REPORT

Date: July 21, 2026

To: Plan Commission

Re: Zoning Permit Log

The most recently updated Zoning Permit Log was submitted to Plan Commission members on 07/24/2026 via email.